



USER MANUAL FOR

ELECTRONIC BENEFICIAL OWNERSHIP

SYSTEMS FOR LIMITED LIABILITY

PARTNERSHIP

(e-BOS LLP)

1. GETTING STARTED	5
1.1 Login to SSM4U	5
1.2 Dashboard.....	7
1.3 My Submission.....	8
1.4 How to start to Update BO Information?	10
2. BENEFICIAL OWNERSHIP	14
2.1 Add New Beneficial Owner.....	14
2.1.1 Add New BO - BO Details.....	14
2.1.1.1 Type of Beneficial Owner	16
2.1.1.1.1 Individual	16
2.1.1.1.2 Trustee	17
2.1.1.1.3 Federal Government Agency.....	18
2.1.1.1.4 State Government.....	18
2.1.1.1.5 Federal Government.....	19
2.1.1.1.6 Non Profit Organization	20
2.1.1.1.7 Unincorporated Body	21
2.1.1.1.8 Agency	21
2.1.1.1.9 Others.....	22

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2.1.1.2 Criteria of BO	22
2.1.1.3 Place of Keeping BO/SM Record	24
2.1.2 Add New BO - Summary	26
2.1.3 Add New BO – Declaration and Disclaimer	29
2.2 Update Changes of Beneficial Owner Information	30
2.2.1 Update Changes of BO - BO Details.....	30
2.2.2 Update Changes of BO - Summary.....	33
2.2.3 Update Changes of BO - Declaration and Disclaimer.....	36
2.3 Cessation of Beneficial Owner	38
2.3.1 Cessation of BO- BO Details	38
2.3.2 Cessation of BO – Summary	39
2.3.3 Cessation of BO - Declaration and Disclaimer	41
3. SENIOR MANAGEMENT IN PLACE OF BO (SM)	43
3.1 Add New Senior Management in Place of BO	43
3.1.1 Add New SM – BO Details	43
3.1.2 Add SM – Summary	45
3.1.3 Add SM – Declaration and Disclaimer	47
3.2 Update Changes of Senior Management in Place of BO	48
3.2.1 Update Changes of SM – BO Details	48

PUBLIC

Classification Label: PUBLIC

3.2.2	Update Changes of SM – Summary	50
3.2.3	Update Changes of SM – Declaration and Disclaimer	53
3.3	Cessation of Senior Management in Place of BO	55
3.3.1	Cessation of SM - BO details	55
3.3.2	Cessation of SM - Summary.....	56
3.3.3	Cessation of SM - Declaration and Disclaimer	59
4.	JOINT ARRANGEMENT.....	61
4.1	Add Joint Arrangements Group	61
4.2	Cessation of Joint Arrangement.....	64
5.	RECTIFICATION	67
6.	ANNUAL DECLARATION (AD)	79

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1. GETTING STARTED

1.1 Login to SSM4U

- a. To begin, log in to SSM web site, www.ssm.com.my. Select either www.ssm4u.com or e-BOS from the quick links section. Enter the email address and password, then click the Sign In button.

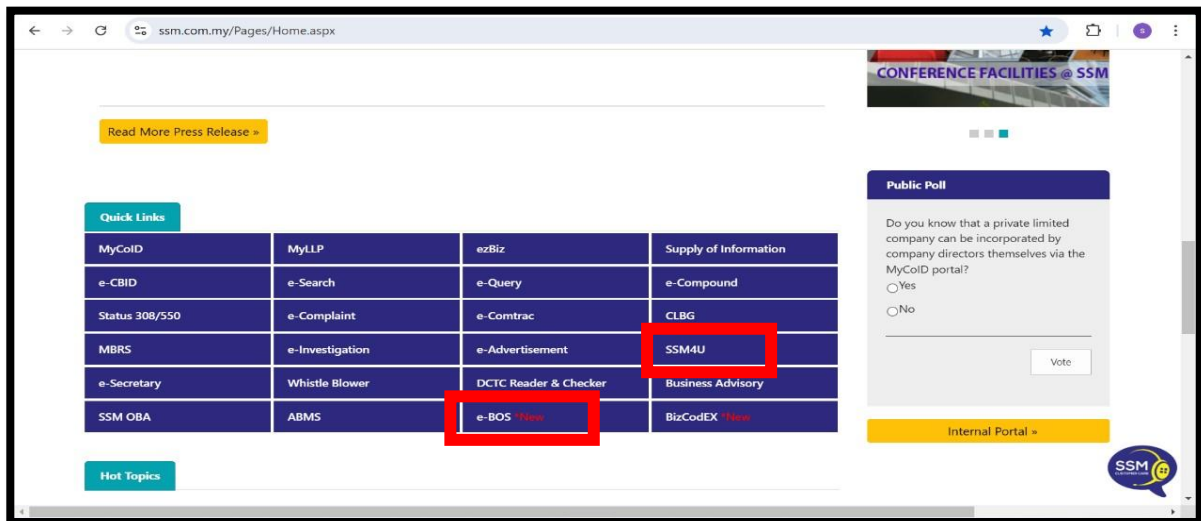


Diagram 1: SSM website screen

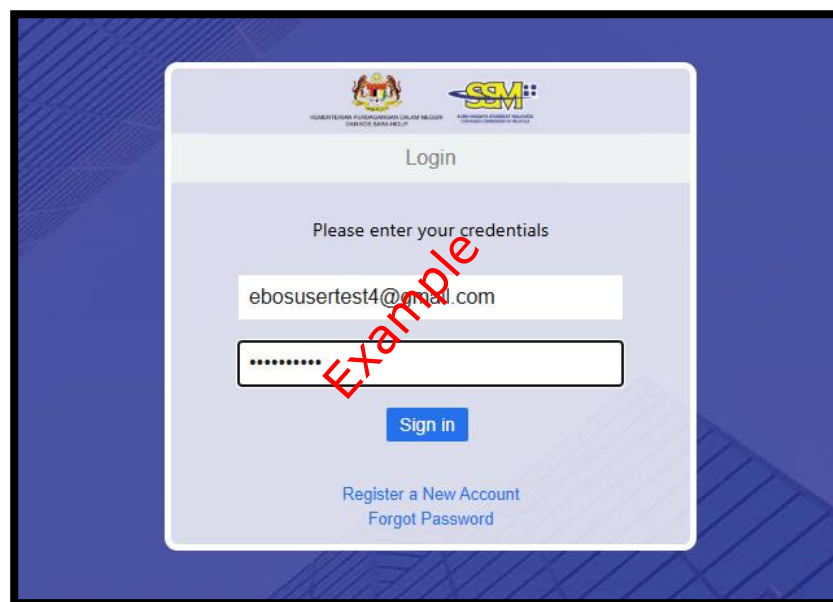


Diagram 2: Login screen

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- b. Select the **e-BOS** icon to go to the e-BOS main page.

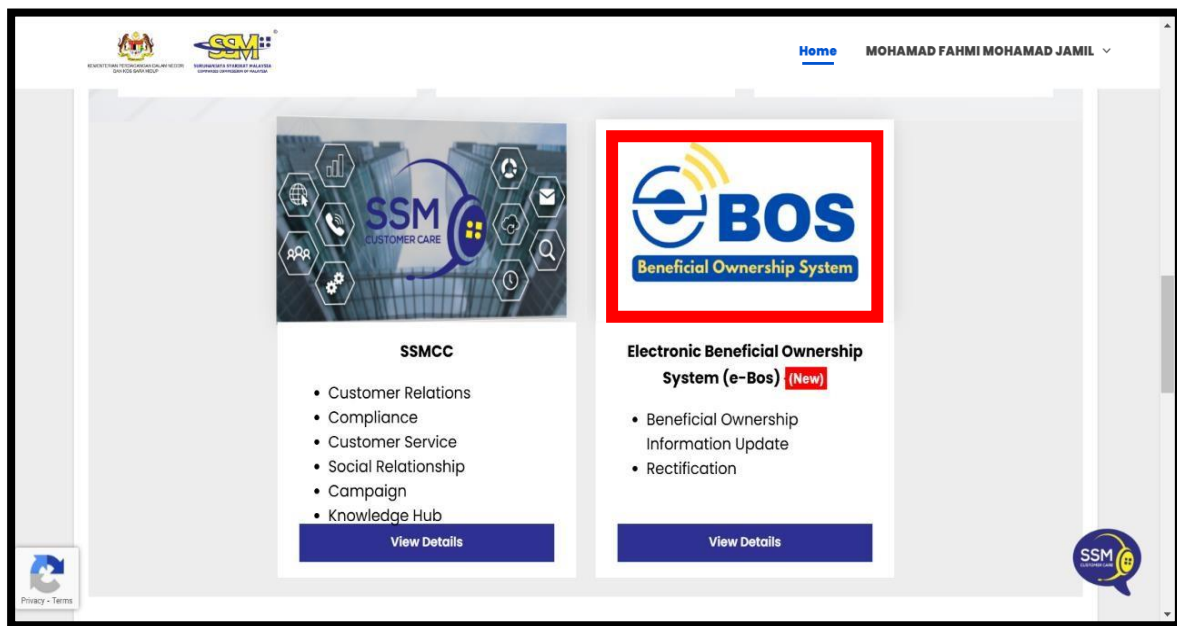


Diagram 3: e-BOS selection screen

- c. Select the **e-BOS LLP** button to go to the e-BOS LLP main page.

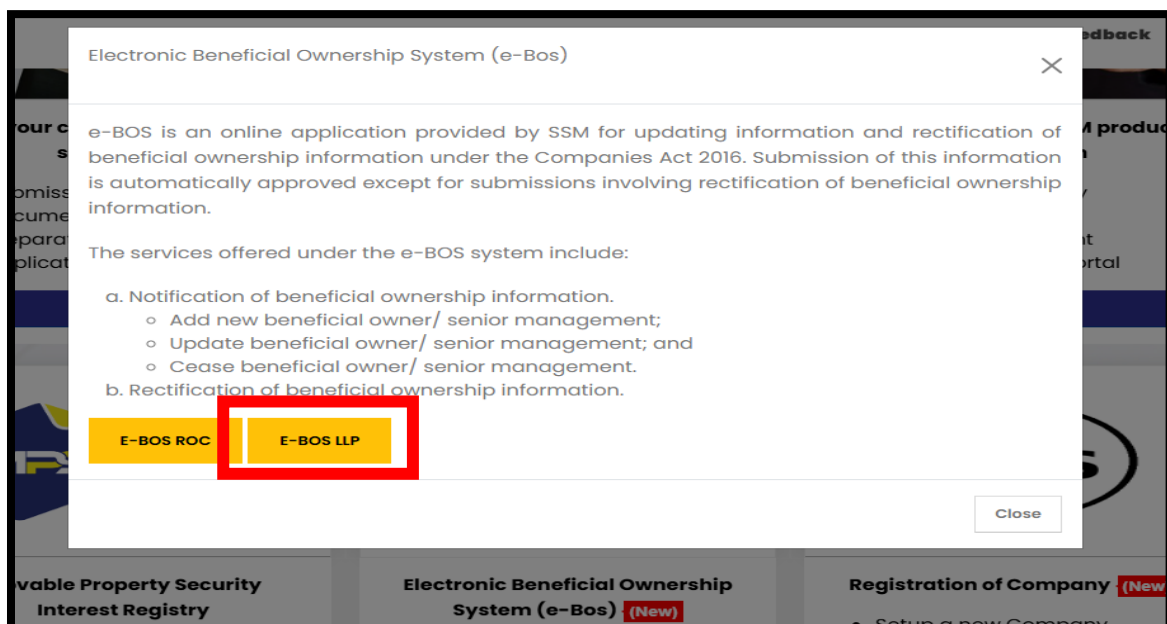


Diagram 4: e-BOS LLP selection screen

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1.2 Dashboard

- a. The dashboard will be displayed once the user has successfully logged into e-BOS LLP.

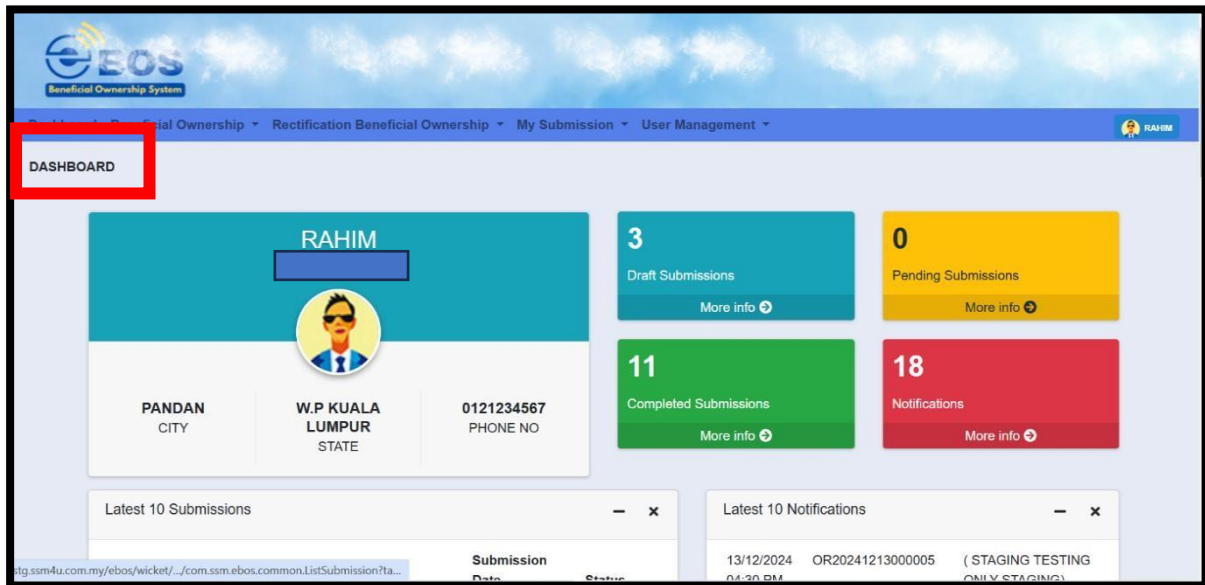


Diagram 5: Dashboard screen

- b. Five (5) tabs are shown. The user can select one of the tabs as described below:



Diagram 6: Main tabs

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c. The users can select one of the tabs as per description below:

No	Items	Description
1.	Dashboard	To view all submission activities.
2.	Beneficial Ownership (BO)	To update/add BO and Senior Management in Place of BO (SM) information.
3.	Rectification Beneficial Ownership.	Application to registrar for rectification of BO information that has been recorded in the registrar.
4.	My Submission	To view the submission status, whether it is in draft, pending, or completed.
5.	User Management	To update / upgrade / verify professional user for companies secretary and agent to the company.

Table 1: Main tabs

1.3 My Submission

a. The users can view the status of the submission as per below:

No	Items	Description
1.	Draft	<ul style="list-style-type: none">Application is in draft status.Draft will be auto purge after seven (7) days.
2.	Pending	<ul style="list-style-type: none">Submission is pending due to approval from SSM officers or pending payment.

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3.	Completed	<ul style="list-style-type: none">The submission has been successfully submitted and approved.Lodger can download the PDF within 7 days from the approval date.
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Table 2: Status of submission

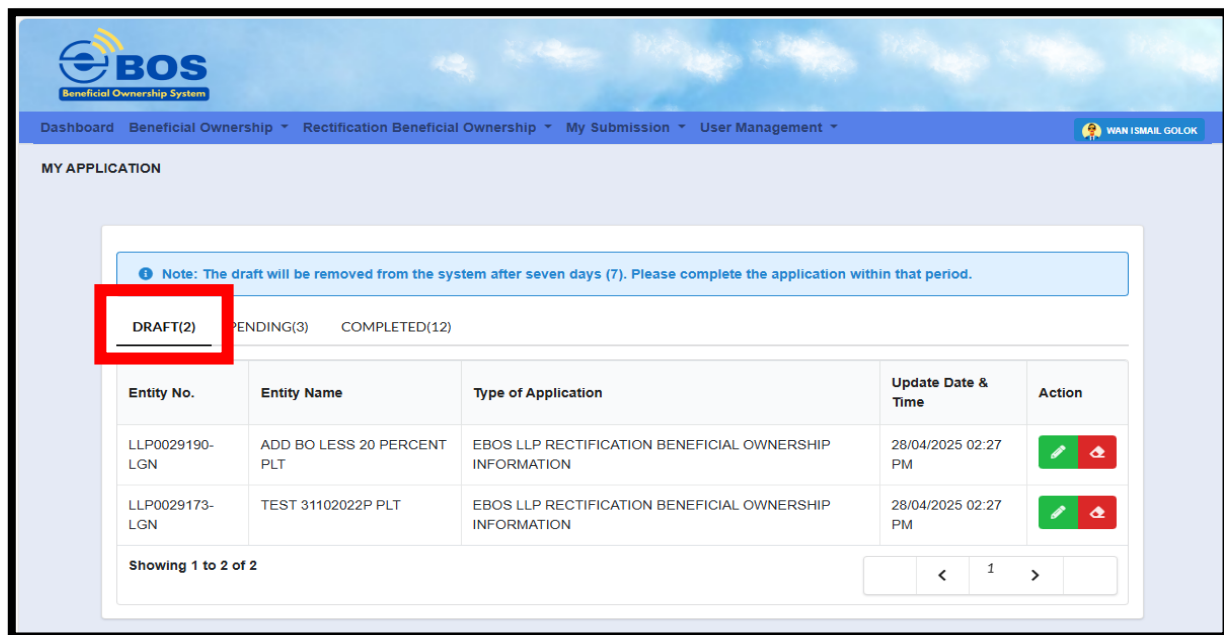


Diagram 7: List of draft

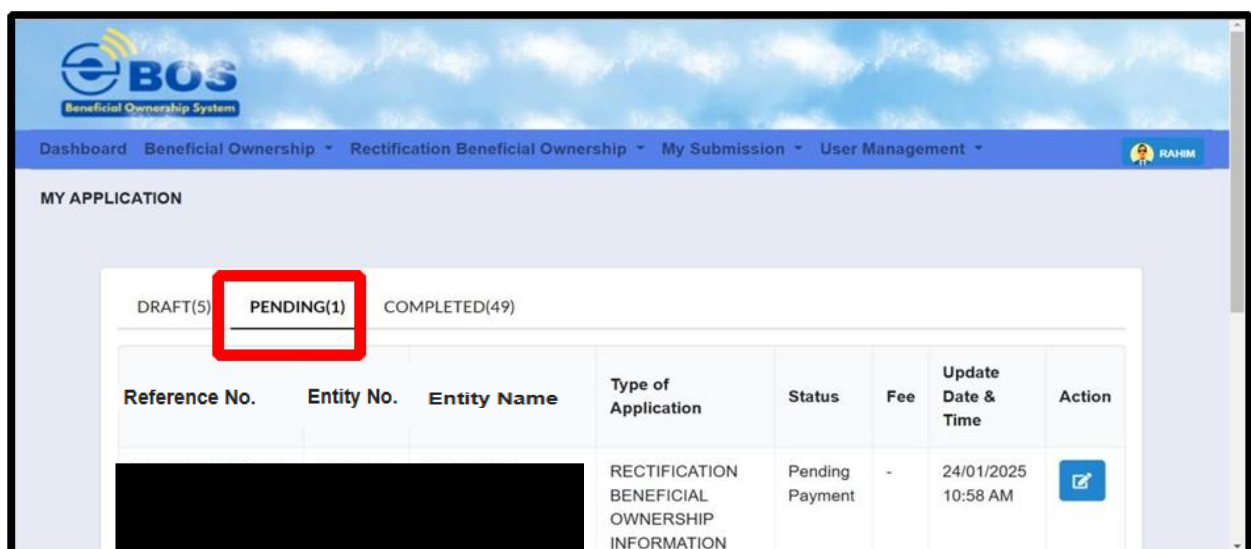
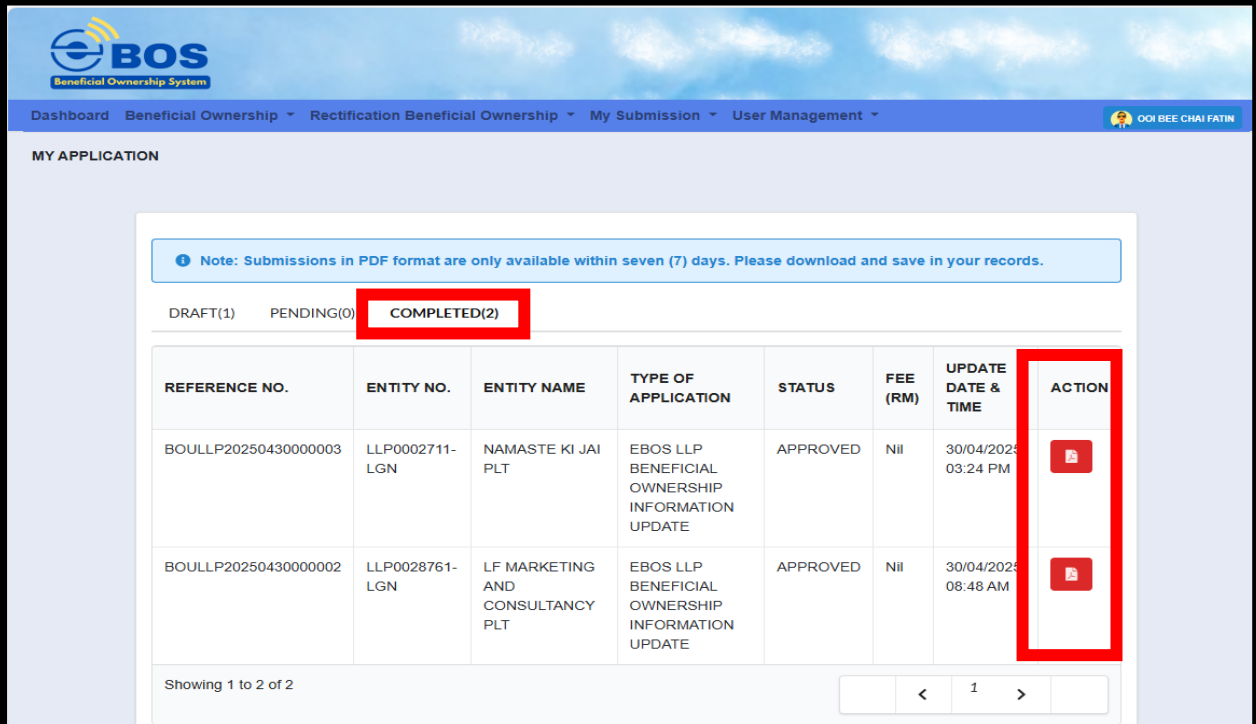


Diagram 8: List of pending submissions

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- b. The users can print and download PDF in **Completed** submission tab.





e-BOS
Beneficial Ownership System

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management OOI BEE CHAI FATIN

MY APPLICATION

Note: Submissions in PDF format are only available within seven (7) days. Please download and save in your records.

DRAFT(1) PENDING(0) **COMPLETED(2)**

REFERENCE NO.	ENTITY NO.	ENTITY NAME	TYPE OF APPLICATION	STATUS	FEE (RM)	UPDATE DATE & TIME	ACTION
BOULLP20250430000003	LLP0002711-LGN	NAMASTE KI JAI PLT	EBOS LLP BENEFICIAL OWNERSHIP INFORMATION UPDATE	APPROVED	NIL	30/04/2025 03:24 PM	
BOULLP20250430000002	LLP0028761-LGN	LF MARKETING AND CONSULTANCY PLT	EBOS LLP BENEFICIAL OWNERSHIP INFORMATION UPDATE	APPROVED	NIL	30/04/2025 08:48 AM	

Showing 1 to 2 of 2

Diagram 9: List of completed submissions

1.4 How to start to Update BO Information?

- a. Click on the Beneficial Ownership tab and select Beneficial Ownership Update.

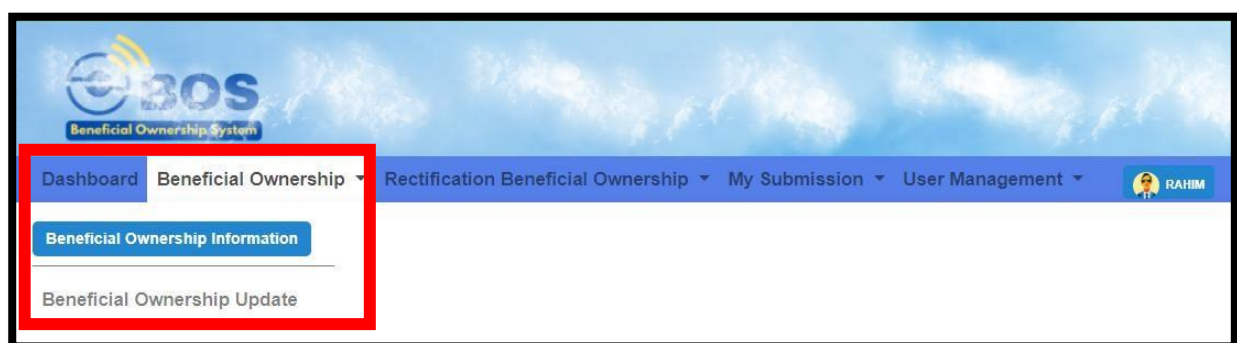


Diagram 10 : BO update screen

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- b. Enter LLPs Registration Number (**Old Format**) in the text field and click **Search** button.

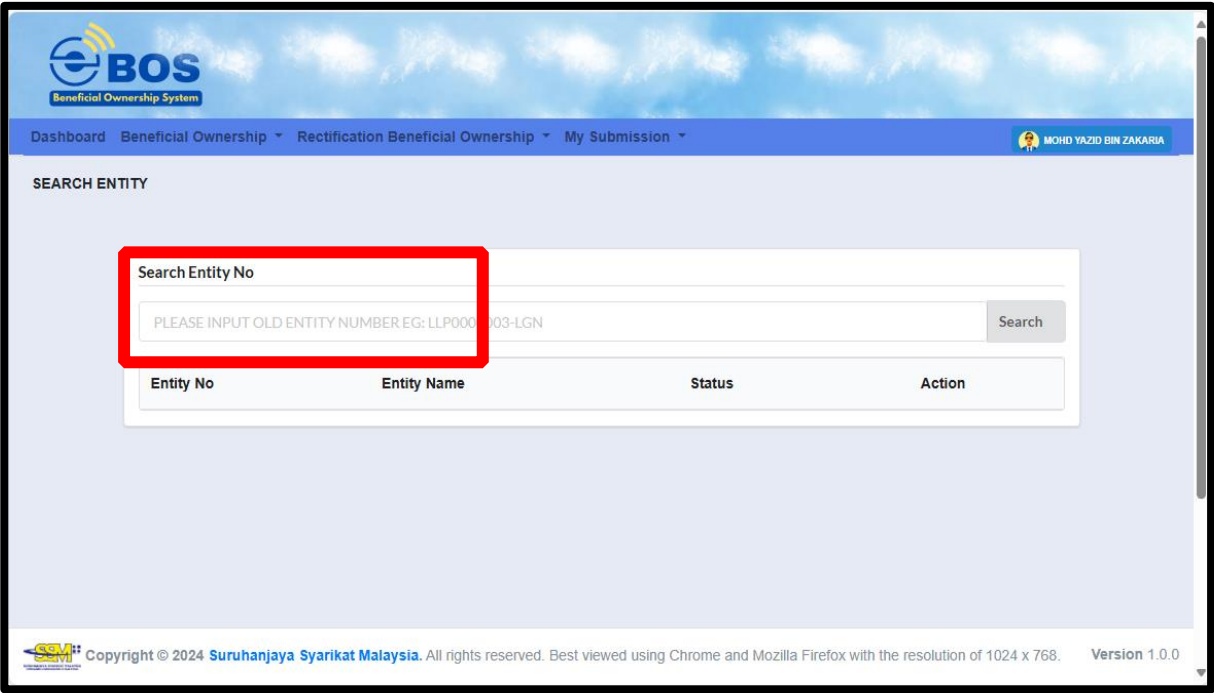


Diagram 11: Search entity screen

- c. Information of the searched entity will be displayed.

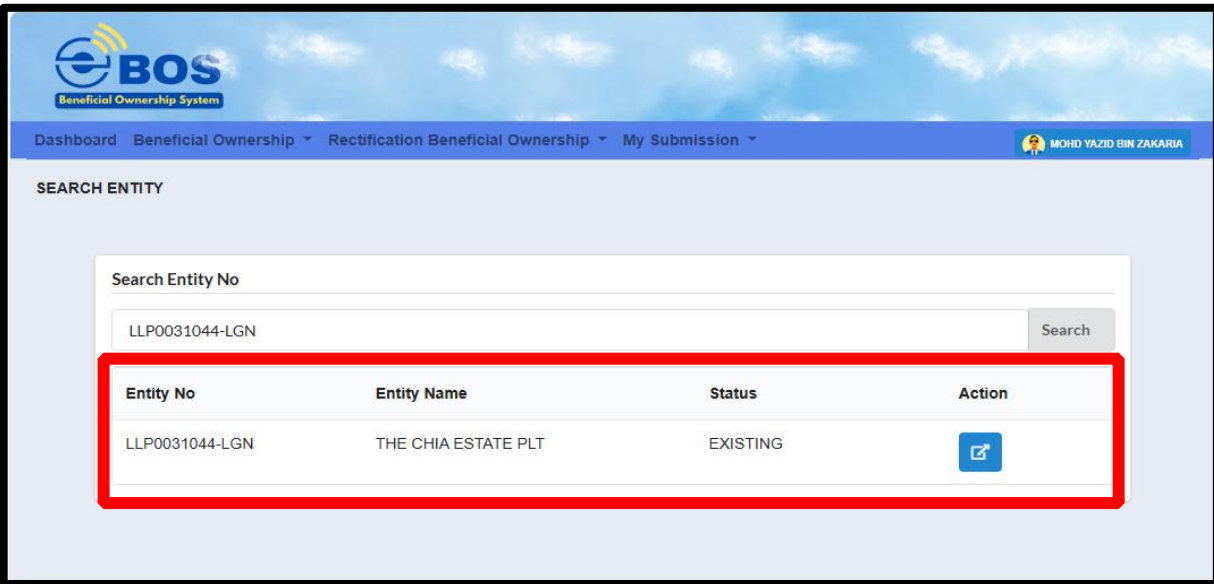
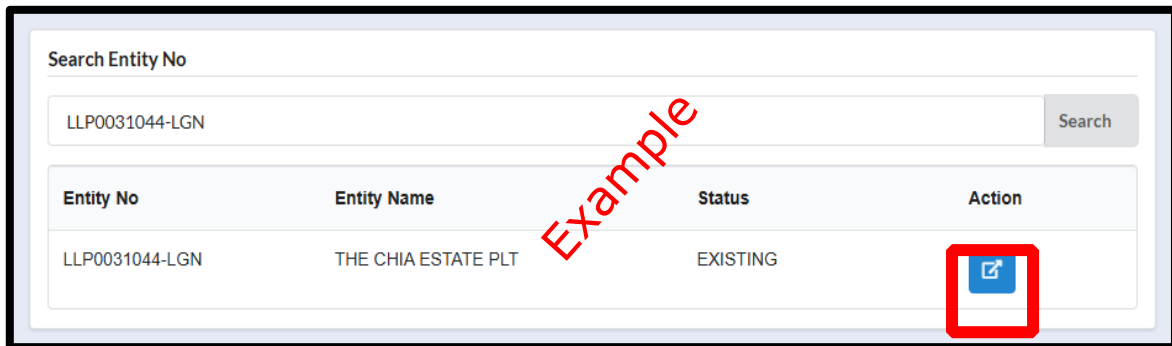


Diagram 12: Entity information screen 1


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- d. Click **Action** button to proceed with submission.



Search Entity No

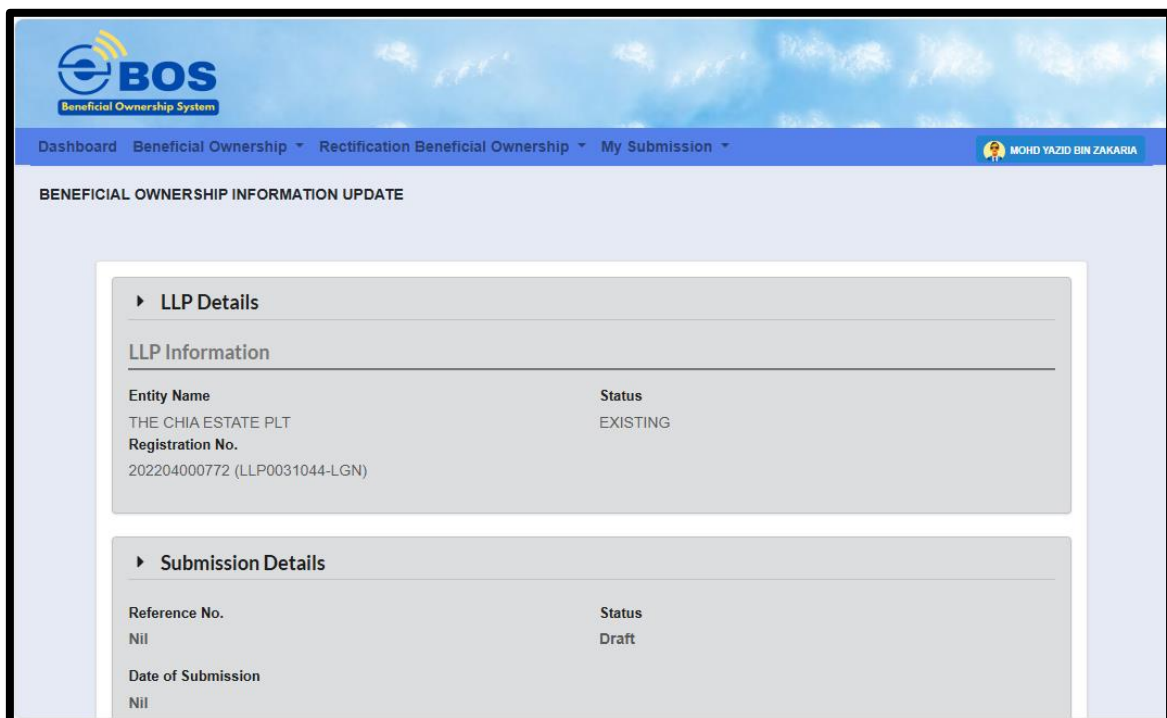
LLP0031044-LGN Search

Entity No	Entity Name	Status	Action
LLP0031044-LGN	THE CHIA ESTATE PLT	EXISTING	

Example

Diagram 13: Entity information screen 2

- e. The system will display the **Entity name, number, and status of LLPs.**



e-BOS
Beneficial Ownership System

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission MOHD YAZID BIN ZAKARIA

BENEFICIAL OWNERSHIP INFORMATION UPDATE

▶ LLP Details

LLP Information

Entity Name	Status
THE CHIA ESTATE PLT	EXISTING
Registration No.	
202204000772 (LLP0031044-LGN)	

▶ Submission Details

Reference No.	Status
Nil	Draft
Date of Submission	
Nil	

Diagram 14: Entity details screen

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- f. System will show four (4) main tabs – Beneficial Ownership details (“**BO Details**”), Place of Keeping BO/SM Record, **Summary** and **Declaration and Disclaimer** tab.

The screenshot displays a web application interface for updating beneficial ownership information. At the top, a navigation bar includes links for 'Dashboard', 'Beneficial Ownership', 'Rectification Beneficial Ownership', and 'My Submission', along with a user profile for 'MOHD YAZID BIN ZAKARIA'. The main content area is titled 'Submission Details' and contains a form with the following fields:

Reference No.	Status
Nil	Draft
Date of Submission	
Nil	

Below the form, a red box highlights four tabs: 'BENEFICIAL OWNERSHIP DETAILS', 'PLACE OF KEEPING BO/SM RECORD', 'SUMMARY', and 'DECLARATION AND DISCLAIMER'. Under the 'Beneficial Ownership' tab, there are three buttons: 'Add Beneficial Owner', 'Add Group Arrangement', and 'Add Senior Management'. A section titled 'Current Beneficial Owner(s)' contains a table with the following columns: 'Name of Beneficial Owner', 'Type of Beneficial Owner', 'Joint Arrangement', 'Identification No.', 'Effective Date', and 'Action'.

Diagram 15: Update BO information screen

2. BENEFICIAL OWNERSHIP

2.1 Add New Beneficial Owner

2.1.1 Add New BO - BO Details

- a. Choose **BO Details** tab. Then, click **Add Beneficial Owner** button to add **New** Beneficial Owner.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission MOHD YAZID BIN ZAKARIA

Submission Details

Reference No. Nil Status Draft

Date of Submission Nil

BENEFICIAL OWNERSHIP DETAILS PLACE OF KEEPING BO/SM RECORD SUMMARY DECLARATION AND DISCLAIMER

Beneficial Ownership

Add Beneficial Owner Add Group Arrangement Add Senior Management

Current Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
--------------------------	--------------------------	-------------------	--------------------	----------------	--------

Diagram 16: Add New Beneficial Owner Screen

- b. Select Beneficial Owner for Type of BO Application.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission MOHD YAZID BIN ZAKARIA

Add Beneficial Ownership

Appointment Details

Type of BO Application *

--Please Select--

--Please Select-- BENEFICIAL OWNER

Cancel Add

Name of Beneficial Owner Type of Beneficial Owner Joint Arrangement Identification No. Effective Date Action

Current Joint Arrangement Group

No.	Group Name	Shares(%)	Date of Group Creation	Action
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Showing 0 to 0 of 0

Diagram 17: Add Beneficial Owner Screen

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- c. Enter the Date of becoming BO and Date of Data Recorded. Choose from calendar of type the date. Do not copy and paste the date.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission MEGAT ZABIDI BIN MEGAT HUSAIN

Add Beneficial Ownership

Appointment Details

Type of BO Application *
BENEFICIAL OWNER

Date of Becoming BO * 13/03/2024

Date of Data Recorded * 01/05/2025

Beneficial Ownership Information

Type *
--Please Select--

Cancel Add

Current Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
--------------------------	--------------------------	-------------------	--------------------	----------------	--------

Diagram 18: Date Becoming BO and Date of Data Recorded screen

- d. Select the **Type of BO** from the selection list and click Add. Then, continue to enter BO information.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission MEGAT ZABIDI BIN MEGAT HUSAIN

Add Beneficial Ownership

Appointment Details

Type of BO Application *
BENEFICIAL OWNER

Date of Becoming BO * 13/03/2024

Date of Data Recorded * 01/05/2025

Beneficial Ownership Information

Type *
--Please Select--
--Please Select--
INDIVIDUAL
TRUSTEE
FEDERAL GOVERNMENT AGENCY
STATE GOVERNMENT
FEDERAL GOVERNMENT
NON PROFIT ORGANIZATION (NPO)
UNINCORPORATED BODY
AGENCY
OTHERS

Cancel Add

Joint Arrangement Identification No. Effective Date Action

Diagram 19: Type of Beneficial Ownership Information Screen

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2.1.1.1 Type of Beneficial Owner

Type of BO can be:

- Individual;
- Trustee;
- Federal Government Agency;
- State Government;
- Federal Government;
- Non-Profit Organization;
- Unincorporated Body;
- Agency; and
- Others.

2.1.1.1.1 Individual

a. Select Type of BO – Individual. Then, choose the category for BO.

The screenshot shows a web form titled "Beneficial Ownership Information". The "Type" dropdown menu is highlighted with a red rectangle and currently displays "INDIVIDUAL". Other fields include "Designation/Position in the LLP", "Category" (dropdown), "Citizenship" (dropdown), "Id Type" (dropdown), "Nationality" (dropdown), "Identification No." (text input), "Gender" (dropdown), "Date of Birth" (text input with a calendar icon), "Race" (dropdown), and "Name of Beneficial Owner" (text input). A blue "Search" button is located next to the "Identification No." field. All dropdown menus are currently set to "--Please Select--".

Diagram 20: Type of BO – Individual Screen 1

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- b. Select the category of BO. Users can choose either Individual, Executor, Administrator on behalf of a Deceased Person, or Administrator on behalf of a Bankrupt Person.

Beneficial Ownership Information

Type *
INDIVIDUAL

Designation/Position in the LLP *

Category *
--Please Select--
INDIVIDUAL
EXECUTOR
ADMINISTRATOR ON BEHALF OF DECEASED
ADMINISTRATOR ON BEHALF OF BANKRUPT PERSON

Citizenship *
--Please Select--

Nationality *
--Please Select--

Gender *
--Please Select--

Date of Birth *
--Please Select--

Name of Beneficial Owner

Email Address *

Diagram 21: Category of BO screen

2.1.1.1.2 Trustee

- a. Select the Type of BO as Trustee and enter BO information as per the screen below:

Beneficial Ownership Information

Type *
TRUSTEE

Designation/Position in the LLP *

Category *
TRUSTEE

Id Type *
NRIC

Identification No.
870222197787

Date of Birth *
22/02/1987

Name of Beneficial Owner
AHMAD HILMI BIN YEOB ROSLY

Email Address *

MANAGER

Citizenship *
MALAYSIAN

Nationality *
MALAYSIA

Gender *
MALE

Race *
MALAY

Diagram 22: Trustee and its category screen

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2.1.1.1.3 Federal Government Agency

- a. Select the **Type of BO** as **Federal Government Agencies** and choose one of the categories shown on the screen below.:

The screenshot shows a web form titled "Beneficial Ownership Information". It contains several fields: "Type" (a dropdown menu with "FEDERAL GOVERNMENT AGENCY" selected), "Designation/Position in the LLP" (a text input field), "Category" (a dropdown menu with a list of categories), "Email Address" (a text input field), and "Phone No." (a text input field with a placeholder "E.G 0133900000"). The "Category" dropdown is highlighted with a red box, showing a list of categories: "--Please Select--", "ARMED FORCES FUND BOARD (LTAT)", "EMPLOYEES PROVIDENT FUND (EPF)", "LABUAN OFFSHORE FINANCIAL SERVICES AUTHORITY (LOFSA)", "LEMBAGA TABUNG HAJI (LTH)", and "MALAYSIAN DEPARTMENT OF INSOLVENCY (MDI)".

Diagram 23: Federal Government Agency and its category screen

2.1.1.1.4 State Government

- a. Select the Type of BO as State Government and choose one of the categories shown on the screen below.:

The screenshot shows a web form titled "Beneficial Ownership Information". It contains several fields: "Type" (a dropdown menu with "STATE GOVERNMENT" selected), "Designation/Position in the LLP" (a text input field), "Category" (a dropdown menu with a list of categories), "Email Address" (a text input field), and "Phone No." (a text input field). The "Category" dropdown is highlighted with a red box, showing a list of categories: "--Please Select--", "FEDERAL TERRITORY - KUALA LUMPUR", "FEDERAL TERRITORY - LABUAN", "FEDERAL TERRITORY - PUTRAJAYA", "STATE GOVERNMENT - JOHOR", "STATE GOVERNMENT - KEDAH", "STATE GOVERNMENT - KELANTAN", "STATE GOVERNMENT - MELAKA", "STATE GOVERNMENT - N.SEMBILAN", "STATE GOVERNMENT - P. PINANG", "STATE GOVERNMENT - PAHANG", "STATE GOVERNMENT - PERAK", "STATE GOVERNMENT - PERLIS", and "STATE GOVERNMENT - SABAH".

Diagram 24: State Government and its category screen 1

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- b. Users can input BO information following the example provided below:

Beneficial Ownership Information

Type *
STATE GOVERNMENT

Designation/Position in the LLP *
CEO

Category *
STATE GOVERNMENT - SELANGOR

Enactment Act
AKTA 1234

Name of Beneficial Owner (i.e: MINISTER OF FINANCE)
MENTERI BESAR SELANGOR

Email Address *
xxxxxxx@selangor.gov.my

Phone No. *
01234567890

Diagram 25: State Government and its category screen 2

2.1.1.1.5 Federal Government

- a. Select the Type of BO as Federal Government and choose one of the categories shown on the screen below:

Beneficial Ownership Information

Type *
FEDERAL GOVERNMENT

Designation/Position in the LLP *
CEO

Category *
--Please Select--

- Please Select--
- PRIME MINISTER'S DEPARTMENT (JPM)
- MINISTRY OF AGRICULTURE AND FOOD SECURITY (MAFS)
- MINISTRY OF COMMUNICATIONS AND DIGITAL (KKD)
- MINISTRY OF DEFENCE (KEMENTAH/MINDEF)
- MINISTRY OF DOMESTIC TRADE AND COST OF LIVING (KPDN)
- MINISTRY OF DIGITAL
- MINISTRY OF ECONOMY
- MINISTRY OF EDUCATION (KPM/MOE)
- MINISTRY OF ENERGY TRANSITION AND WATER TRANSFORMATION (PETRA)
- MINISTRY OF ENTREPRENEURSHIP DEVELOPMENT AND CO-OPERATIVES (KUSKOP/MEDAC)
- MINISTRY OF FINANCE (MOF)
- MINISTRY OF FOREIGN AFFAIRS (KLN/WISMA PUTRA)
- MINISTRY OF HEALTH (KKM/MOH)
- MINISTRY OF HIGHER EDUCATION (KPT/MOHE)
- MINISTRY OF HOME AFFAIRS (KDN)
- MINISTRY OF LOCAL GOVERNMENT DEVELOPMENT (KPKT)
- MINISTRY OF HUMAN RESOURCES (KSM/MOHR)
- MINISTRY OF INVESTMENT, TRADE AND INDUSTRY (MITI)
- MINISTRY OF NATIONAL UNITY (PERPADUAN/KPN)

Diagram 26: Federal Government and its category screen 1

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Classification Label: PUBLIC

- b. Users can input BO information following the example provided below:

The screenshot shows a form titled "Beneficial Ownership Information". It contains the following fields:

- Type ***: A dropdown menu with "FEDERAL GOVERNMENT" selected.
- Designation/Position in the LLP ***: A text input field with "CHAIRMAN" entered.
- Category ***: A dropdown menu with "MINISTRY OF FINANCE (MOF)" selected.
- Enactment Act**: A text input field with "1234" entered.
- Name of Beneficial Owner (i.e: MINISTER OF FINANCE)**: A text input field with "MINISTER OF FINANCE" entered.
- Email Address ***: A text input field with "xxxxxxx@mof.gov.my" entered.
- Phone No. ***: A text input field with "0111111111" entered.

A large red diagonal watermark reading "Example" is overlaid on the form.

Diagram 27: Federal Government and its category screen 2

2.1.1.1.6 Non Profit Organization

- a. Select the Type of BO as Non Profit Organization and choose one of the categories shown on the screen below:

The screenshot shows a form titled "Beneficial Ownership Information". It contains the following fields:

- Type ***: A dropdown menu with "NON PROFIT ORGANIZATION (NPO)" selected.
- Position & Organization Name ***: A text input field with "CHAIRMAN" entered.
- Category ***: A dropdown menu with "--Please Select--" selected. The dropdown is open, showing three options: "--Please Select--", "NON PROFIT ORGANIZATION - REGISTERED WITH SSM", and "NON PROFIT ORGANIZATION - NOT REGISTERED WITH SSM".
- Email Address ***: A text input field.
- Phone No. ***: A text input field with "E.G 0133900000" entered.

Diagram 28: Non profit organization type and its category screen

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2.1.1.1.7 Unincorporated Body

- a. Select the Type of BO as Unincorporated Body and enter BO information as per the screen below:

Beneficial Ownership Information

Type *
UNINCORPORATED BODY

Position & Organization Name *
CHAIRMAN OF KELAB BOLA SEPAK CHERAS, KL

Category *
UNINCORPORATED BODY

Register No.
ROS112233

Name of Beneficial Owner
AHMAD HILMI BIN YEOB ROSLY

Email Address *
ebosustest1@gmail.com.my

Phone No. *
01111223344

Diagram 29: Unincorporated Body type and its category screen

2.1.1.1.8 Agency

- a. Select the Type of BO as Agency and enter BO information as per the screen below:

Beneficial Ownership Information

Type *
AGENCY

Position & Organization Name *
PENGURUS BESAR AGENSI ANTI DADAH KEBANGSAAN

Category *
AGENCY

Register No.
123456A

Name of Beneficial Owner
MOHD ALI DIN

Email Address *
din@agensiy.com.my

Phone No. *
0122222222

Diagram 30: Agency and its category screen

2.1.1.1.9 Others

- a. Select the Type of BO as Others and enter BO information as per the screen below:

The screenshot displays the 'Beneficial Ownership Information' form. A red rectangle highlights the 'Type' dropdown menu, which is set to 'OTHERS'. The 'Category' dropdown is set to '--Please Select--'. The 'Register No.' field contains '291523LCH'. The 'Name of Beneficial Owner' field contains 'ELON ROBERT MUSK'. The 'Email Address' field contains 'elon_musk@gmail.com'. The 'Phone No.' field contains '0344556677'. The 'Position & Organization Name' field contains 'GENERAL MANAGER OF MUSK PLT LTD'.

Diagram 31: Others type and their category screen

2.1.1.2 Criteria of BO

- a. After select Type of BO and entered the BO information, select the **Criteria of BO** from selection list. (In this case, there is no Joint Arrangement)

The screenshot displays the 'Criteria of BO' form. The 'Joint Arrangement' section has radio buttons for 'Yes' and 'No', with 'No' selected. A red rectangle highlights the 'Types of BO' dropdown menu, which is open and shows the following options: '--Please Select--', 'DIRECT OWNERSHIP', 'INDIRECT OWNERSHIP', 'DIRECT & INDIRECT OWNERSHIP', and 'CONTROL BY OTHER MEANS'. The 'Address Line 1' and 'Postcode' fields are visible at the bottom.

Diagram 31: Criteria of BO screen

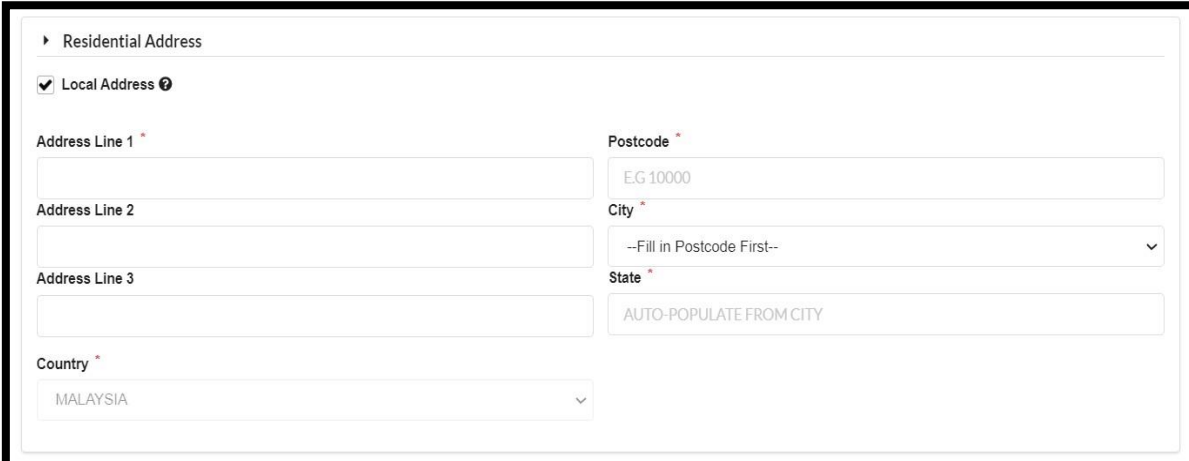
Classification Label: PUBLIC

b. System will display criteria of BO as table below:

No	If Select:	Shown Criteria
1	Direct Ownership	A,B,C,D,E,F
2	Indirect Ownership	A,B,C,D,E,F
3	Direct & Indirect Ownership	A,B,C,D,E,F
4	Control by Other Means	C,D,E,F

Table 3: Criteria of BO list.

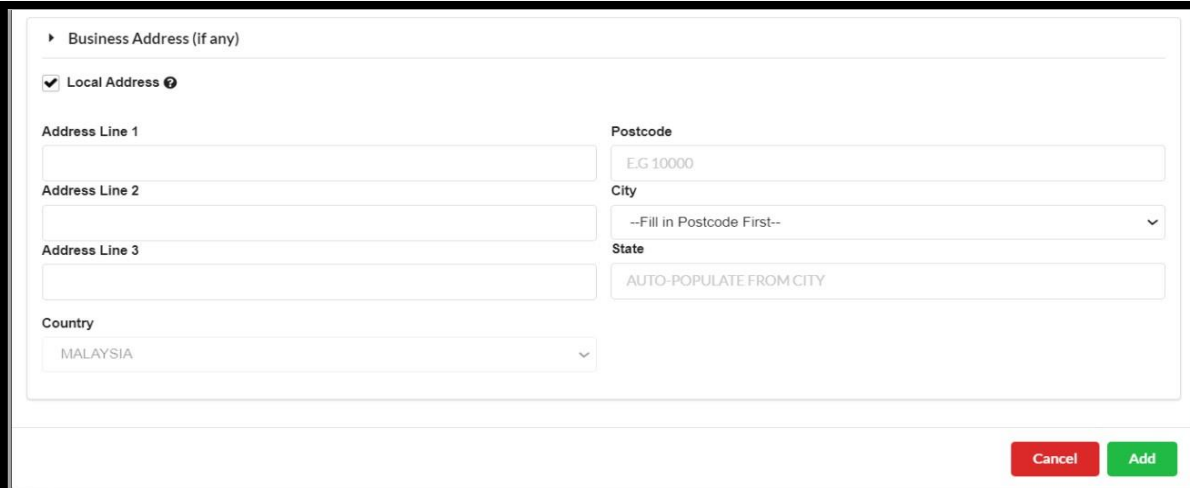
c. After selecting the criteria of the BO, fill in the Residential Address and Business Address (if any). For address other than Malaysia, **untick** the local address box. Then, click the **'Add'** button.



The screenshot shows a 'Residential Address' form. At the top, there is a section header 'Residential Address' with a right-pointing arrow. Below it is a checkbox labeled 'Local Address' with a question mark icon. The form contains several input fields: 'Address Line 1' (with a red asterisk), 'Address Line 2', 'Address Line 3', 'Postcode' (with a red asterisk and a placeholder 'E.G 10000'), 'City' (with a red asterisk and a placeholder '--Fill in Postcode First--'), 'State' (with a red asterisk and a placeholder 'AUTO-POPULATE FROM CITY'), and 'Country' (with a red asterisk and a dropdown menu showing 'MALAYSIA').

Diagram 32: Residential address screen

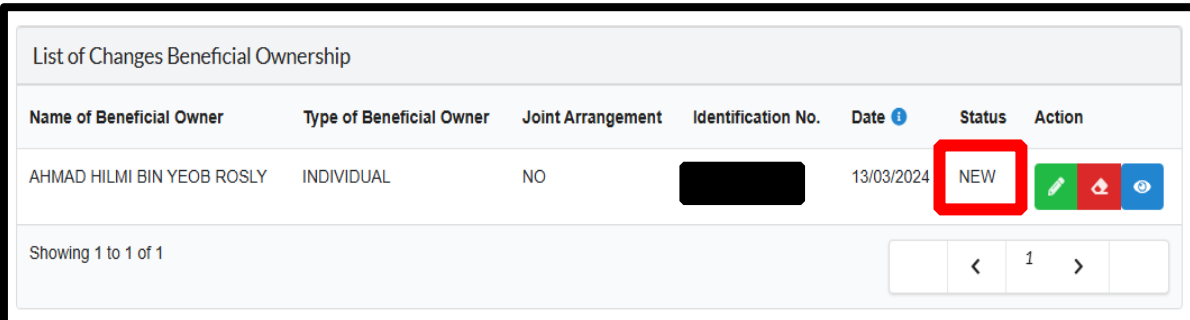
Classification Label: PUBLIC



The screenshot shows a 'Business Address (if any)' form. It includes a 'Local Address' checkbox which is checked. Below this are input fields for 'Address Line 1', 'Address Line 2', and 'Address Line 3'. To the right of these are fields for 'Postcode' (with an example 'E.G 10000'), 'City', 'State' (with a dropdown menu showing '--Fill in Postcode First--'), and a text field for 'Country' (with a dropdown menu showing 'MALAYSIA'). At the bottom right, there are 'Cancel' and 'Add' buttons.

Diagram 33: Business address screen

- d. The information of the Beneficial Owner will be displayed as 'NEW' at the List of Changes in Beneficial Ownership. Then, click the 'Next' button.



The screenshot shows a table titled 'List of Changes Beneficial Ownership'. The table has columns: Name of Beneficial Owner, Type of Beneficial Owner, Joint Arrangement, Identification No., Date, Status, and Action. A single row is displayed for AHMAD HILMI BIN YEOB ROSLY, an individual, with a date of 13/03/2024. The 'Status' column for this entry is 'NEW', which is highlighted with a red box. The 'Action' column contains three icons: a green pencil, a red trash can, and a blue eye. Below the table, it says 'Showing 1 to 1 of 1' and there is a pagination control showing '< 1 >'.

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
AHMAD HILMI BIN YEOB ROSLY	INDIVIDUAL	NO	[REDACTED]	13/03/2024	NEW	[Edit] [Delete] [View]

Diagram 34: List of BO as NEW screen.

2.1.1.3 Place of Keeping BO/SM Record

- a. BO/SM records shall be kept at the registered address. If the record is kept at a place **other than** the registered address, the LLP must notify through the '**Place of Keeping BO/SM Record**' tab under the Update BO/SM module.
- b. Fill in other Address. Only one address is allowed, and it must be located within Malaysia. Then, click the '**Next**' button

PUBLIC

BENEFICIAL OWNERSHIP DETAILS

PLACE OF KEEPING BO/SM RECORD

SUMMARY

DECLARATION AND DISCLAIMER

Place Of Keeping BO/SM Record ⓘ

Current Place Of Keeping BO/SM Record

Address	Effective Date	Action
---------	----------------	--------

Changes Place Of Keeping BO/SM Record

Address	Change Date	Purpose	Action
TINGKAT 10, MENARAANSARI NO.5, JALAN STESEN SENTRAL 5 KL SENTRAL 50623 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	01/05/2025	NEW	<div><div></div><div></div></div>

Showing 1 to 1 of 1

<

1

>

Cancel

Previous <

Save

Next >

Diagram 35: List of BO as NEW screen.

2.1.2 Add New BO - Summary

- a. On the Summary tab, a list of changes will be displayed for confirmation. Click the **'Next'** button to proceed or click the **'Action'** button to view the summary. Users can also view the submission in PDF format before submitting.

BENEFICIAL OWNERSHIP DETAILS PLACE OF KEEPING BO/SM RECORD **SUMMARY** DECLARATION AND DISCLAIMER

Change of Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date ⓘ	Status	Action
AHMAD HILMI BIN YEOP ROSLY	INDIVIDUAL	NO	[REDACTED]	13/03/2024	NEW	

Change Place of Keeping BO/SM Record

Address	Purpose	Date of Change
TINGKAT 10, MENARA ANSARI NO.5, JALAN STESEN SENTRAL 5 KL SENTRAL 50623 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	NEW	01/05/2025

► Lodger Information

Name [REDACTED]	Address [REDACTED]	Practising Certificate No. Nil
Identification No. [REDACTED]		Professional Body Type Nil
		License / Membership No. Nil

Cancel Previous ← **View PDF** **Save** Next →

Diagram 36: Add New BO – Summary screen

Classification Label: PUBLIC

b. After clicking the 'Action' button, the View Details screen will appear.

Beneficial Owner Details

Type of BO Application

BENEFICIAL OWNER

Date of Becoming BO

13/03/2024

Type

INDIVIDUAL

Category

INDIVIDUAL

Identification Type

NRIC

Identification No.

Date of Birth

22/02/1987

Name of Beneficial Owner

AHMAD HILMI BIN YEOB ROSLY

Email Address

ebosusertest1@gmail.com.my

Phone No.

01111223344

Joint Arrangement

NO

Types of BO

DIRECT OWNERSHIP

Date of Data Recorded

01/05/2025

Designation/Position in the LLP

CEO

Citizenship

MALAYSIAN

Nationality

MALAYSIA

Gender

MALE

Race

MALAY

Criteria of BO	Ownership/Voting Rights (%)	
	Direct	Indirect
Criteria A - Holds directly or indirectly in not less than 20% of the capital contribution of the limited liability partnership	50.0000	0.0000

Example

Diagram 37: View details of BO information screen

Classification Label: PUBLIC

- c. Users can also view the submission in PDF format by clicking the '**View PDF**' button.

			
NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION			
Division 3A, (Section 20A-20E), LLP Amendment Act 2024		Submission Number	NIL
		Date & Time Received	NIL
PARTICULARS OF LLP			
LLP NAME	CITRAL HERBS PLT		
LLP REGISTRATION NUMBER	[REDACTED]		
LLP STATUS	EXISTING		
PARTICULARS OF BENEFICIAL OWNERSHIP			
TYPE OF BO APPLICATION	BENEFICIAL OWNER		
STATUS	NEW		
DATE OF BECOMING BO	13/03/2024		
DATE OF DATA RECORDED	01/05/2025		
TYPE	INDIVIDUAL		
CATEGORY	INDIVIDUAL		
NAME	AHMAD HILMI BIN YEOB ROSLY		
IDENTIFICATION NO.	[REDACTED]	DATE OF BIRTH	22/02/1987
GENDER	MALE	RACE	MALAY
NATIONALITY	MALAYSIA	CITIZENSHIP	MALAYSIAN
DESIGNATION/POSITION IN THE COMPANY	CEO		
RESIDENTIAL ADDRESS	NO.7 JALAN STESEN SENTRAL 5 KL SENTRAL 50623 KUALA LUMPUR 50623 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		
BUSINESS ADDRESS	TINGKAT 2, MENARA EUM NO.2 JALAN STESEN SENTRAL 2 KL SENTRAL 50623 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		
EMAIL	ebosuserest1@gmail.com .my	PHONE NO.	01111223344
JOINT ARRANGEMENT (YES/NO)	No		
TYPE OF BO	DIRECT OWNERSHIP		

Diagram 38: View submission in PDFs format

PUBLIC

2.1.3 Add New BO – Declaration and Disclaimer

- a. On the Declaration and Disclaimer tab, the **'Submit'** button will be enabled once the user ticks the declaration box. When the **'Submit'** button is enabled, click it to proceed. Lastly, the system will display a notification if the submission is successful.

BENEFICIAL OWNERSHIP DETAILS PLACE OF KEEPING BO/SM RECORD SUMMARY **DECLARATION AND DISCLAIMER**

Declaration

☒ I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 80 of the Limited Liability Partnerships Act 2012 to dishonestly make or authorize the making of a statement that you know is false or misleading and you may be liable, upon conviction, to imprisonment for a term not exceeding five years or to a fine not less than RM150,000 and not more than RM500,000 or to both.

Lodger Information

Name	Address	Practising Certificate No.
MOHD YAZID BIN ZAKARIA	TEST ADDRESS	Nil
Identification No.	23050 DUNGUN	Professional Body Type
680713106633	TERENGGANU	Nil
	MALAYSIA	License / Membership No.
	Email	Nil
	myllptest901@gmail.com	
	Phone No.	

Cancel Previous **Submit**

Diagram 38: Add New BO-Declaration and Disclaimer screen.

- b. Click OK to submit.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management

Submit Beneficial Ownership Information Update?

Are you sure to do this task ?

OK Cancel

Cancel Previous Submit

Diagram 38: Submit screen

Classification Label: PUBLIC

- c. The system will show a notification upon successful submission.



Diagram 39: Notification screen

2.2 Update Changes of Beneficial Owner Information

Users can update their BO information if there are changes to their details. However, to update the criteria of a BO, users need to cease the existing BO and add a new BO. Please refer to the Add and Cease BO process for adding a new BO.

2.2.1 Update Changes of BO - BO Details

- a. To update changes particulars of BO, click the green button next to BO name.

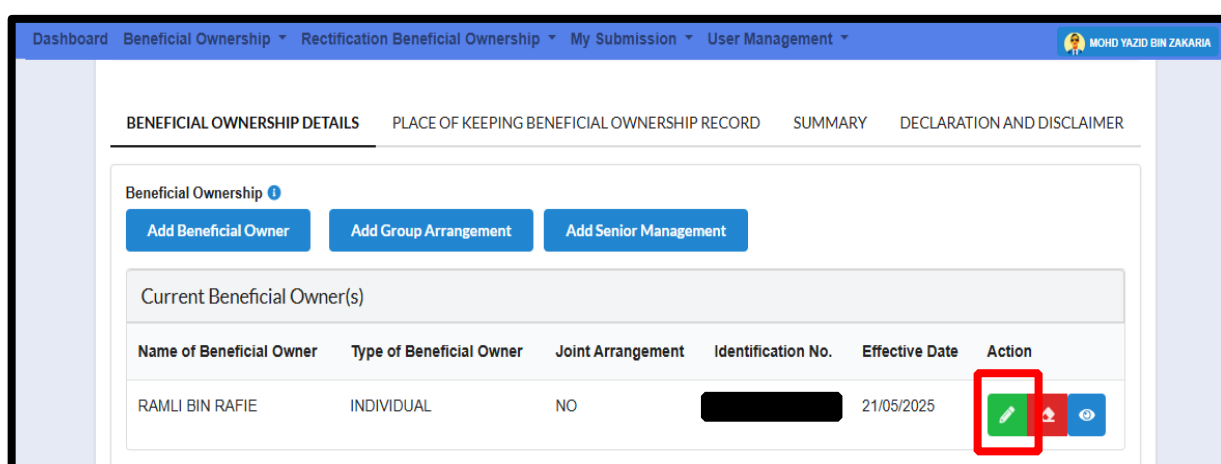


Diagram 40: Update Particulars of BO screen – BO details

PUBLIC

Classification Label: PUBLIC

- b. Entered date of changes and date of data recorded.

Next, users can proceed to update changes. (In this case, BO updated his designation in the LLPs)

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management MOHD YAZID BIN ZAKARIA

Update Beneficial Ownership

Change Details

Type of BO Application *
BENEFICIAL OWNER

Date of Changes *
01/06/2025

Date of Data Recorded *
01/06/2025

Beneficial Ownership Information

Type *
INDIVIDUAL

Category *
INDIVIDUAL

Id Type *
NRIC

Identification No. *
[REDACTED]

Date of Birth *
22/02/1987

Name of Beneficial Owner *
RAMLI BIN RAFIE

Email Address *
ebosusertest1@gmail.com.my

Phone No. *
01299089889

Designation/Position in the LLP *
CEO

Citizenship *
MALAYSIAN

Nationality *
MALAYSIA

Gender *
MALE

Race *
MALAY

Search

Example

Diagram 41. Date of changes and Date of Data Recorded Screen.

- c. Click update to proceed.

Business Address (if any)

☒ Local Address

Address Line 1

Address Line 2

Address Line 3

Postcode
E.G 10000

City
--Please Select--

State
AUTO-POPULATE FROM CITY

Country
MALAYSIA

Cancel Update

Diagram 42. Update screen

PUBLIC

Classification Label: PUBLIC

- d. The information of BO will be displayed as 'UPDATE' at the List of Changes in Beneficial Ownership. Then, click the 'Next' button.

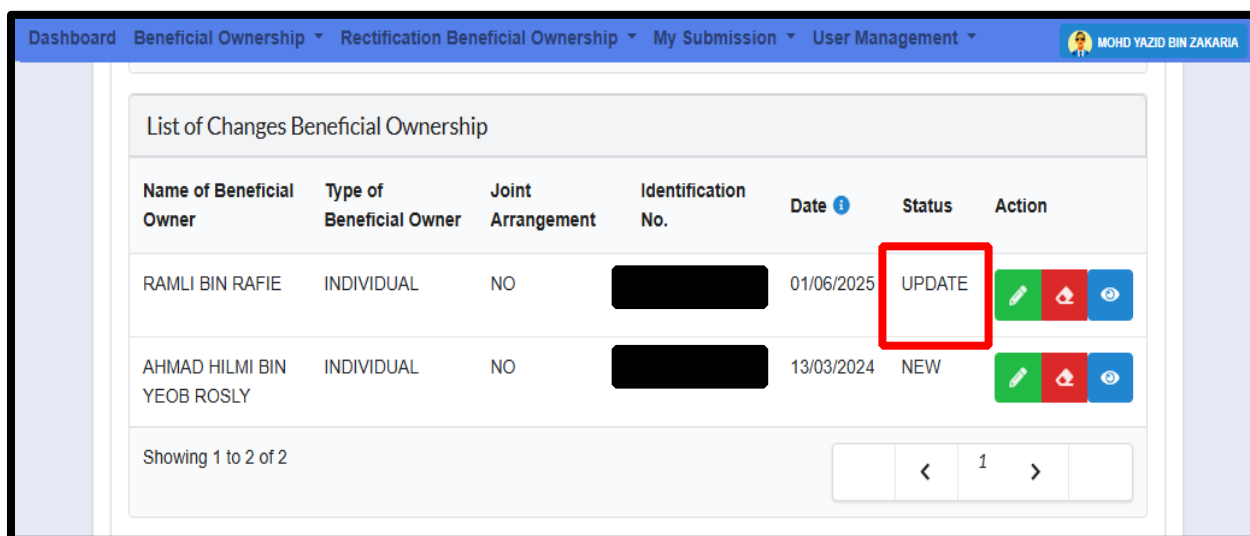


Diagram 43. Update Status screen

2.2.2 Update Changes of BO - Summary

- a. On the Summary tab, a list of changes will be displayed for confirmation. Click the **'Next'** button to proceed or click the **'Action'** button to view the summary. Users can also view the submission in PDF format before submitting.

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management MOHD YAZID BIN ZAKARIA

BENEFICIAL OWNERSHIP DETAILS PLACE OF KEEPING BENEFICIAL OWNERSHIP RECORD SUMMARY DECLARATION AND DISCLAIMER

Change of Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
RAMLI BIN RAFIE	INDIVIDUAL	NO	[REDACTED]	01/06/2025	UPDATE	[Eye Icon]

Change Place of Keeping Beneficial Ownership Records

Address	Purpose	Date of Change
---------	---------	----------------

Lodger Information

Name	Address	Practising Certificate No.
MOHD YAZID BIN ZAKARIA	TEST ADDRESS	Nil
Identification No.	23050 DUNGUN	Professional Body Type
[REDACTED]	TERENGGANU	Malaysian Institute of Accountants (MIA)
	MALAYSIA	License / Membership No.
	Email	MIA 10522
	mylptest901@gmail.com	
	Phone No.	
	0111111111	

Cancel Previous View PDF Next

Diagram 44: Update of Particulars of BO – Summary Screen

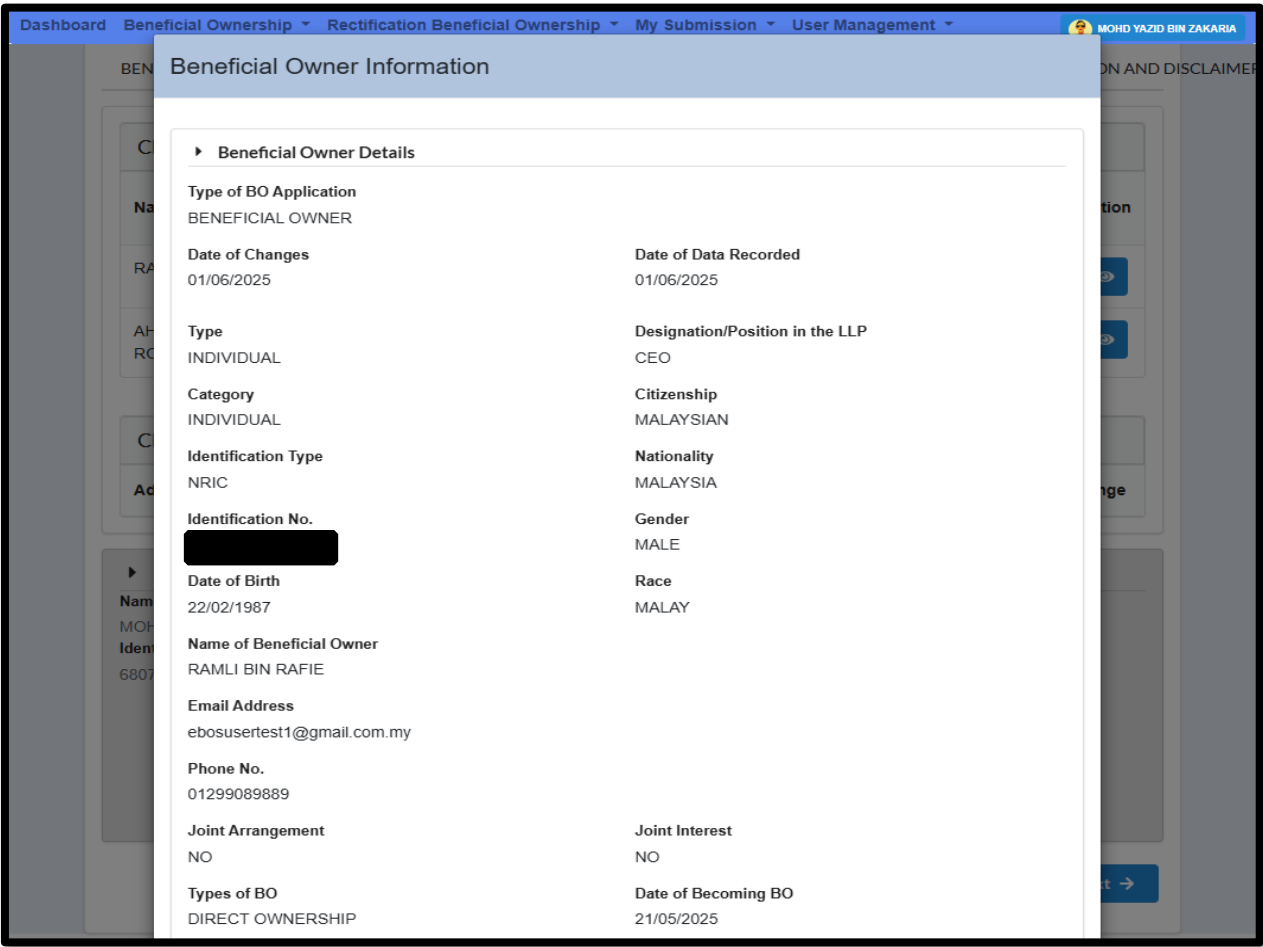


Diagram 45: View details of BO information screen



 			
NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION			
Division 3A, (Section 20A-20E), LLP Amendment Act 2024		Submission Number	NIL
		Date & Time Received	NIL
PARTICULARS OF LLP			
LLP NAME	THE CHIA ESTATE PLT		
LLP REGISTRATION NUMBER	202204000772 (LLP0031044-LGN)		
LLP STATUS	EXISTING		
PARTICULARS OF BENEFICIAL OWNERSHIP			
TYPE OF BO APPLICATION	BENEFICIAL OWNER		
STATUS	UPDATE		
DATE OF CHANGE	01/06/2025		
DATE OF DATA RECORDED	01/06/2025		
TYPE	INDIVIDUAL		
CATEGORY	INDIVIDUAL		
NAME	RAMLI BIN RAFIE		
IDENTIFICATION NO.		DATE OF BIRTH	22/02/1987
GENDER	MALE	RACE	MALAY
NATIONALITY	MALAYSIA	CITIZENSHIP	MALAYSIAN
DESIGNATION/POSITION IN THE COMPANY	CEO		
RESIDENTIAL ADDRESS	NO.2 JALAN KEBUN KELAPA 4C/KS8 BANDAR PUTERI 2, KLANG NO.2 JALAN STESEN SENTRAL 2 41200 KLANG SELANGOR MALAYSIA		
BUSINESS ADDRESS	NIL		
EMAIL	ebosusertest1@gmail.com .my	PHONE NO.	01299089889
JOINT ARRANGEMENT (YES/NO)	No		
TYPE OF BO	DIRECT OWNERSHIP Criteria A - Holds directly a right to share in not less than 20% of the capital contribution in the LLP		
PERCENTAGE %	Criteria A - Direct Ownership: 45.0000		

Diagram 46: View PDF screen

2.2.3 Update Changes of BO - Declaration and Disclaimer

- a. On the Declaration and Disclaimer tab, the **'Submit'** button will be enabled once the user ticks the declaration box. When the **'Submit'** button is enabled, click it to proceed. Lastly, the system will display a notification if the submission is successful.

BENEFICIAL OWNERSHIP DETAILS PLACE OF KEEPING BENEFICIAL OWNERSHIP RECORD SUMMARY **DECLARATION AND DISCLAIMER**

Declaration

☒ I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 80 of the Limited Liability Partnerships Act 2012 to dishonestly make or authorize the making of a statement that you know is false or misleading and you may be liable, upon conviction, to imprisonment for a term not exceeding five years or to a fine not less than RM150,000 and not more than RM500,000 or to both.

Lodger Information

Name	Address	Practising Certificate No.
MOHD YAZID BIN ZAKARIA	TEST ADDRESS	NII
Identification No.	23050 DUNGUN	Professional Body Type
	TERENGGANU	Malaysian Institute of Accountants (MIA)
	Email	License / Membership No.
	myllptest901@gmail.com	MIA 10522
	Phone No.	
	0111111111	

Cancel Previous < **Submit**

Diagram 47: Update Particulars of BO - Declaration and Disclaimer screen

Classification Label: PUBLIC

- b. After click on **Submit** button, a prompt message will be displayed for confirmation. Click on **OK** button to continue.

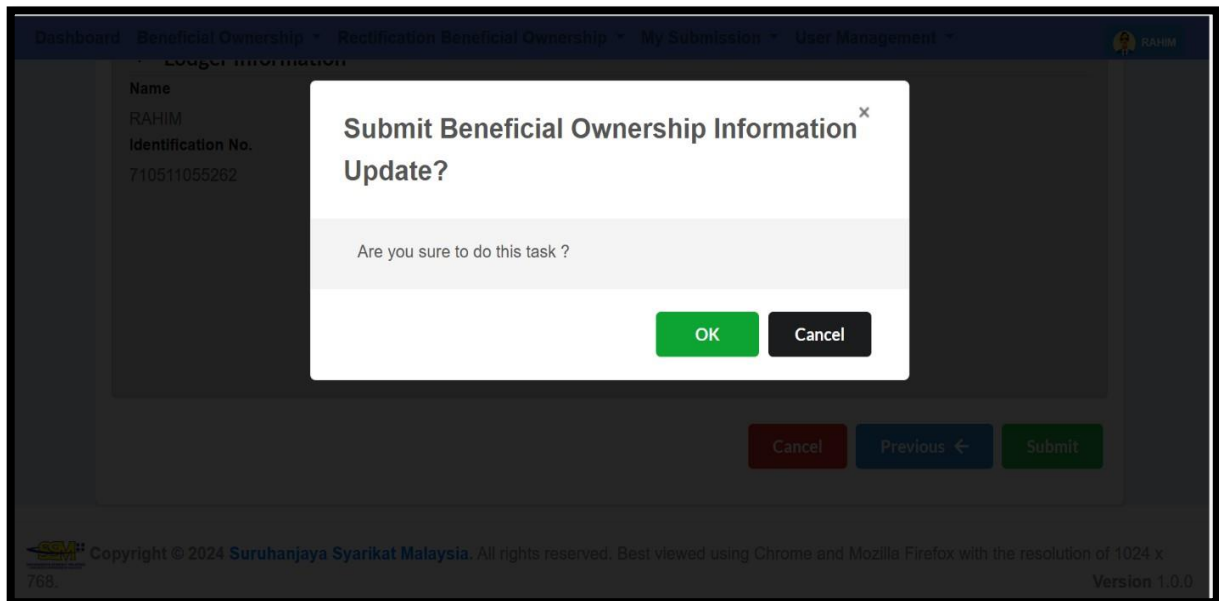


Diagram 46: Submit screen

- c. System will display success submission if submission was successful.

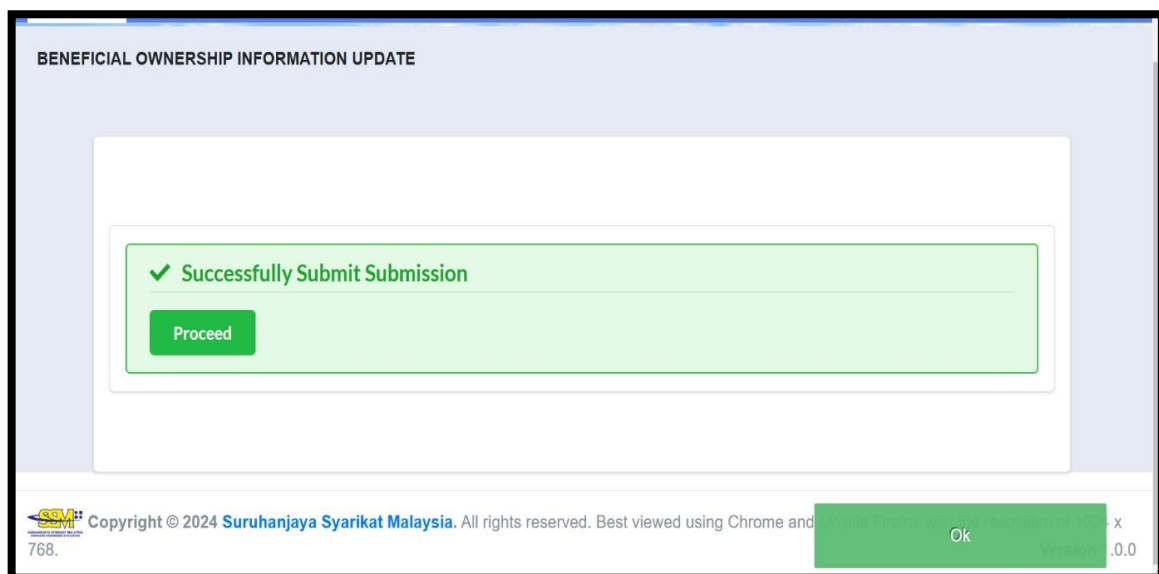


Diagram 47: Notification screen

PUBLIC

2.3 Cessation of Beneficial Owner

2.3.1 Cessation of BO- BO Details

- a. To cease BO, click red button to cease BO next to the BO name.

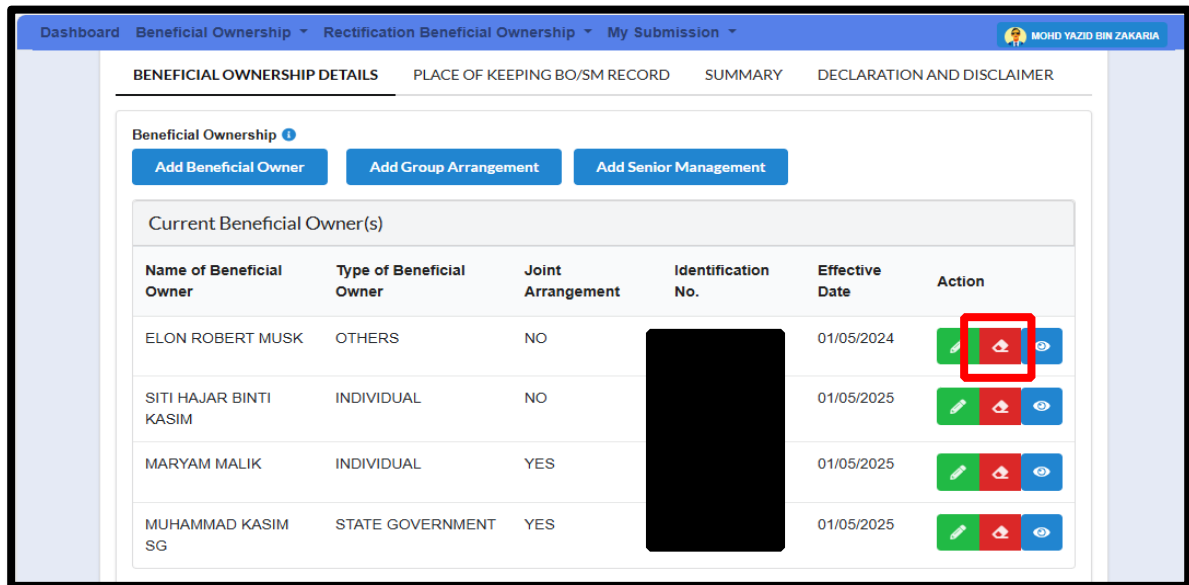


Diagram 48: Cessation of BO screen – BO details

- b. Add Date Of Cessation and Date Of Data Recorded. After that, click **cease** button at the bottom of the page.

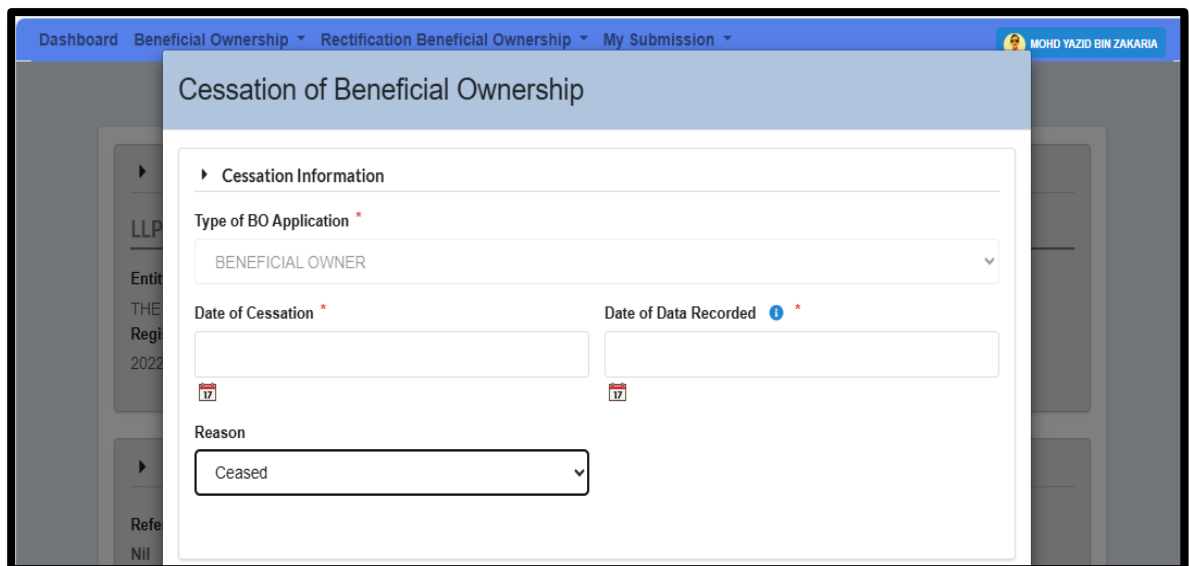


Diagram 49: Cessation Information screen

2.3.2 Cessation of BO – Summary

- a. On the Summary tab, a list of changes will be displayed for confirmation. Click the **'Next'** button to proceed or click the **'Action'** button to view the summary. Users can also view the submission in PDF format before submitting.

BENEFICIAL OWNERSHIP DETAILS PLACE OF KEEPING BO/SM RECORD **SUMMARY** DECLARATION AND DISCLAIMER

Change of Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date ⓘ	Status	Action
ELON ROBERT MUSK	OTHERS	NO	[REDACTED]	19/05/2025	CESSATION	

► Lodger Information

Name	Address	Practising Certificate No.
MOHD YAZID BIN ZAKARIA	TEST ADDRESS	Nil
Identification No.	23050 DUNGUN	Professional Body Type
680713106633	TERENGGANU	Nil
	MALAYSIA	License / Membership No.
	Email	Nil
	myllptest901@gmail.com	
	Phone No.	

Cancel Previous < View PDF Save Next >

Diagram 50: Cessation of BO – Summary screen

Beneficial Owner Information

Beneficial Owner Details

Type of BO Application

BENEFICIAL OWNER

Date of Cessation

19/05/2025

Reason

Ceased

Type

OTHERS

Category

OTHERS

Register No.

Name of Beneficial Owner

ELON ROBERT MUSK

Email Address

elon_musk@gmail.com

Date of Data Recorded

19/05/2025

Position & Organization Name

GM OF MUSK PLT LTD

Diagram 51: View details of BO information screen

SSM

SINGAPORE STRAITS SETTLEMENTS

COMPANIES COMMISSIONER OF SINGAPORE

BOS

Beneficial Ownership System

NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION

Division 3A, (Section 20A-20E),
LLP Amendment Act 2024

Submission Number

NIL

Date & Time Received

NIL

PARTICULARS OF LLP

LLP NAME	THE CHIA ESTATE PLT
LLP REGISTRATION NUMBER	202204000772 (LLP0031044-LGN)
LLP STATUS	EXISTING

PARTICULARS OF BENEFICIAL OWNERSHIP

TYPE OF BO APPLICATION	BENEFICIAL OWNER		
STATUS	CESSATION		
DATE OF CESSATION	19/05/2025		
REASON	CEASED		
TYPE	OTHERS		
CATEGORY	OTHERS		
NAME	ELON ROBERT MUSK		
IDENTIFICATION NO.	4555678I CH	DATE OF BIRTH	NII

Diagram 52: View PDF

PUBLIC

e-BOS LLP User Manual

Page | 40

2.3.3 Cessation of BO - Declaration and Disclaimer

- a. On the Declaration and Disclaimer tab, the **'Submit'** button will be enabled once the user ticks the declaration box. When the **'Submit'** button is enabled, click it to proceed. Lastly, the system will display a notification if the submission is successful.

DECLARATION AND DISCLAIMER

Declaration

☒ I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE. **1**

ATTENTION:

It is an offence under section 80 of the Limited Liability Partnerships Act 2012 to dishonestly make or authorize the making of a statement that you know is false or misleading and you may be liable, upon conviction, to imprisonment for a term not exceeding five years or to a fine not less than RM150,000 and not more than RM500,000 or to both.

Lodger Information

Name MOHD YAZID BIN ZAKARIA Identification No. [REDACTED]	Address TEST ADDRESS 23050 DUNGUN TERENGGANU MALAYSIA Email myllptest901@gmail.com Phone No.	Practising Certificate No. Nil Professional Body Type Nil License / Membership No. Nil
--	--	--

2

Cancel Previous **Submit**

Diagram 53: Cessation of BO - Declaration and Disclaimer screen

Submit Beneficial Ownership Information Update?

Are you sure to do this task ?

OK Cancel

Cancel Previous **Submit**

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Diagram 54: Submit screen

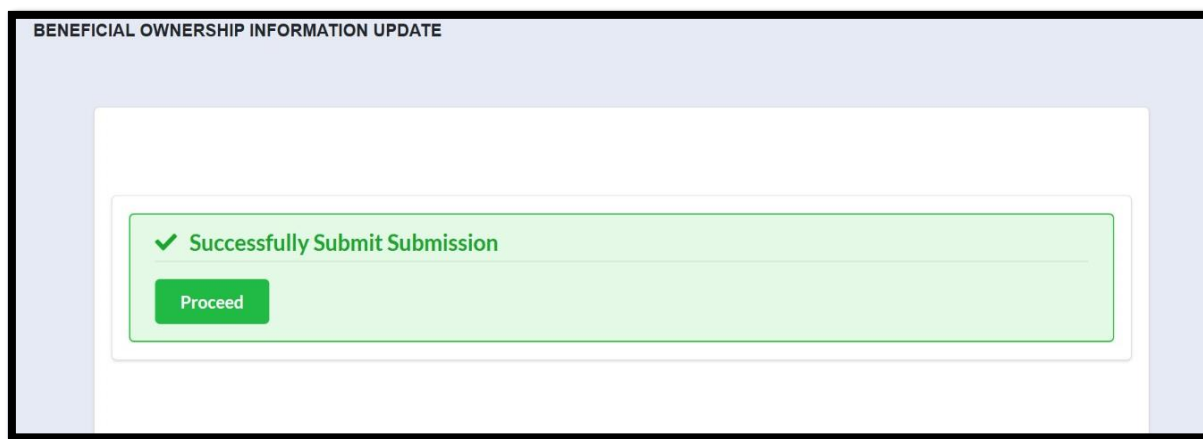


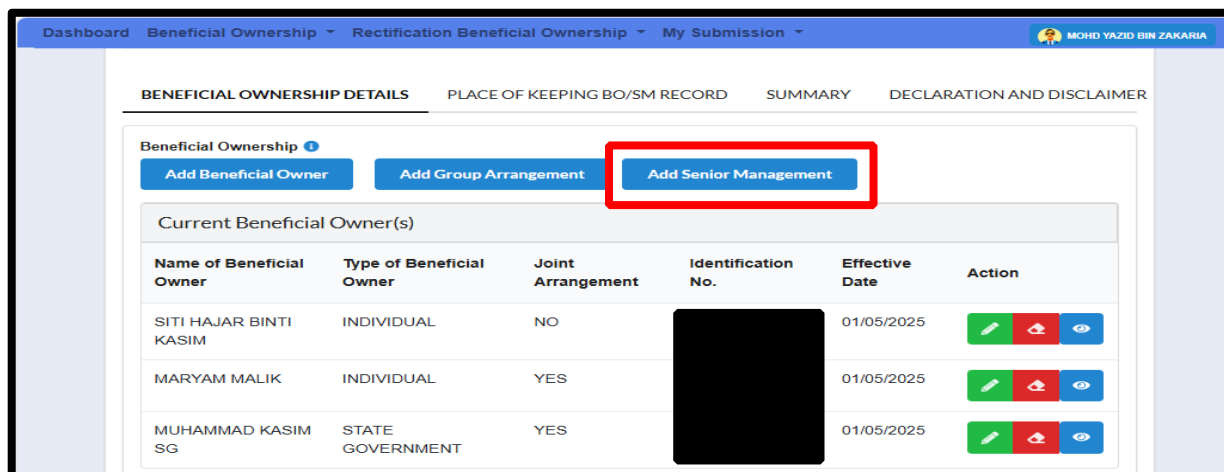
Diagram 55 : Notification screen

3. SENIOR MANAGEMENT IN PLACE OF BO (SM)

3.1 Add New Senior Management in Place of BO

3.1.1 Add New SM – BO Details

- a. Go to the **BO Details** tab. Then, Click the user wants to change BO name.. **Add Senior Management** button to add **new** SM.

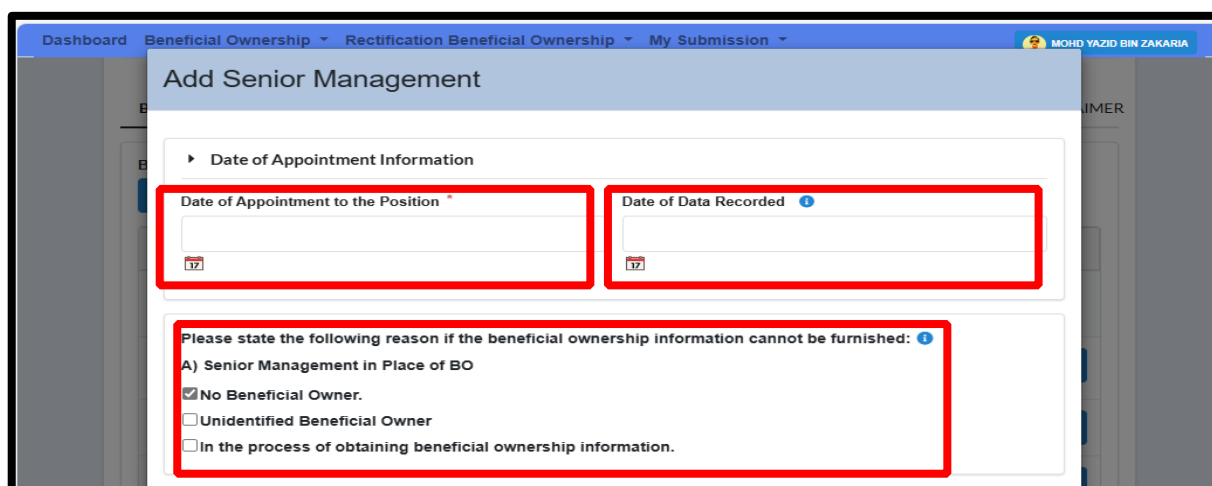


The screenshot shows the 'BENEFICIAL OWNERSHIP DETAILS' tab selected. At the top, there are four buttons: 'Add Beneficial Owner', 'Add Group Arrangement', and 'Add Senior Management' (highlighted with a red box). Below these buttons is a table titled 'Current Beneficial Owner(s)'. The table has six columns: 'Name of Beneficial Owner', 'Type of Beneficial Owner', 'Joint Arrangement', 'Identification No.', 'Effective Date', and 'Action'. There are three rows of data.

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
SITI HAJAR BINTI KASIM	INDIVIDUAL	NO	[REDACTED]	01/05/2025	[Edit] [Delete] [View]
MARYAM MALIK	INDIVIDUAL	YES	[REDACTED]	01/05/2025	[Edit] [Delete] [View]
MUHAMMAD KASIM SG	STATE GOVERNMENT	YES	[REDACTED]	01/05/2025	[Edit] [Delete] [View]

Diagram 56: Add New SM – BO Details Screen

- b. Enter the date of appointment to the position, the date the data was recorded, and the reason if the BO information cannot be furnished.

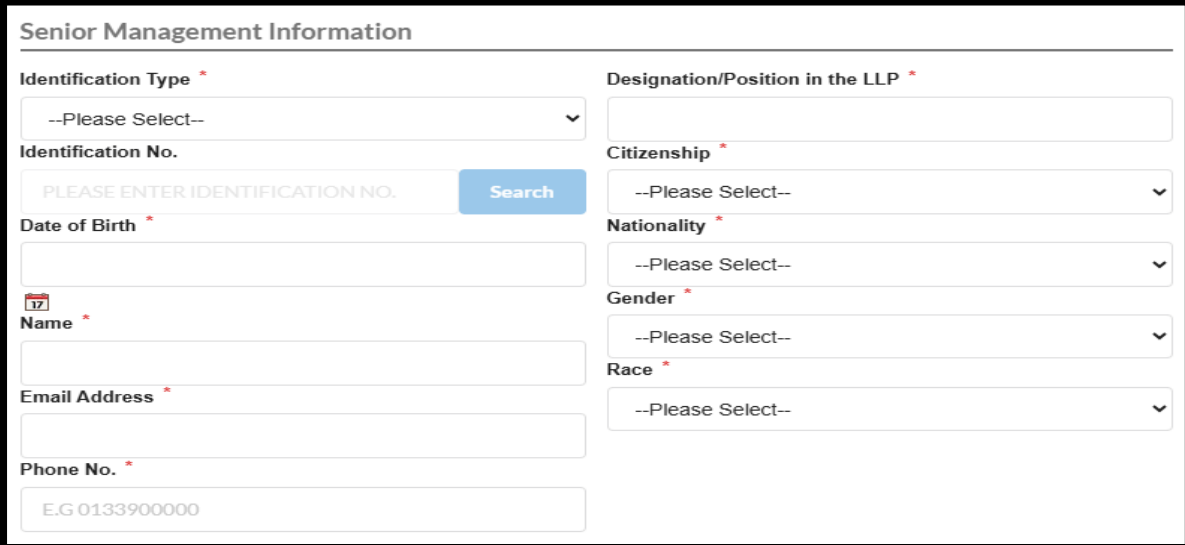


The screenshot shows the 'Add Senior Management' form. It has a section titled 'Date of Appointment Information' with two input fields: 'Date of Appointment to the Position' and 'Date of Data Recorded', both highlighted with red boxes. Below these fields is a section titled 'Please state the following reason if the beneficial ownership information cannot be furnished:'. Under this section, there is a list of reasons: 'A) Senior Management in Place of BO', 'No Beneficial Owner.' (checked), 'Unidentified Beneficial Owner', and 'In the process of obtaining beneficial ownership information.'.

Diagram 57: Add SM information screen 1

Classification Label: PUBLIC

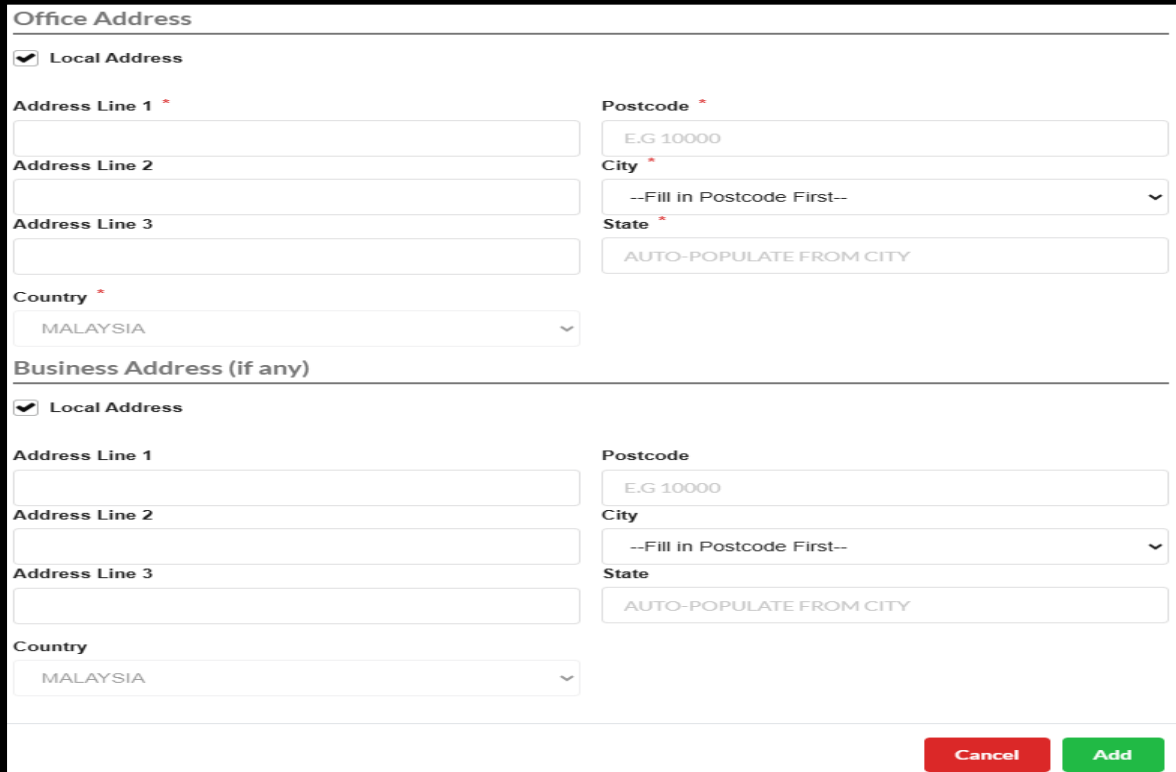
- c. Enter the SM details.



The form is titled "Senior Management Information". It contains two columns of fields. The left column includes: "Identification Type" (dropdown menu with "--Please Select--"), "Identification No." (text input with placeholder "PLEASE ENTER IDENTIFICATION NO." and a blue "Search" button), "Date of Birth" (text input with a calendar icon), "Name" (text input with a small icon), "Email Address" (text input), and "Phone No." (text input with placeholder "E.G 0133900000"). The right column includes: "Designation/Position in the LLP" (text input), "Citizenship" (dropdown menu with "--Please Select--"), "Nationality" (dropdown menu with "--Please Select--"), "Gender" (dropdown menu with "--Please Select--"), and "Race" (dropdown menu with "--Please Select--").

Diagram 58: Add SM information screen 2

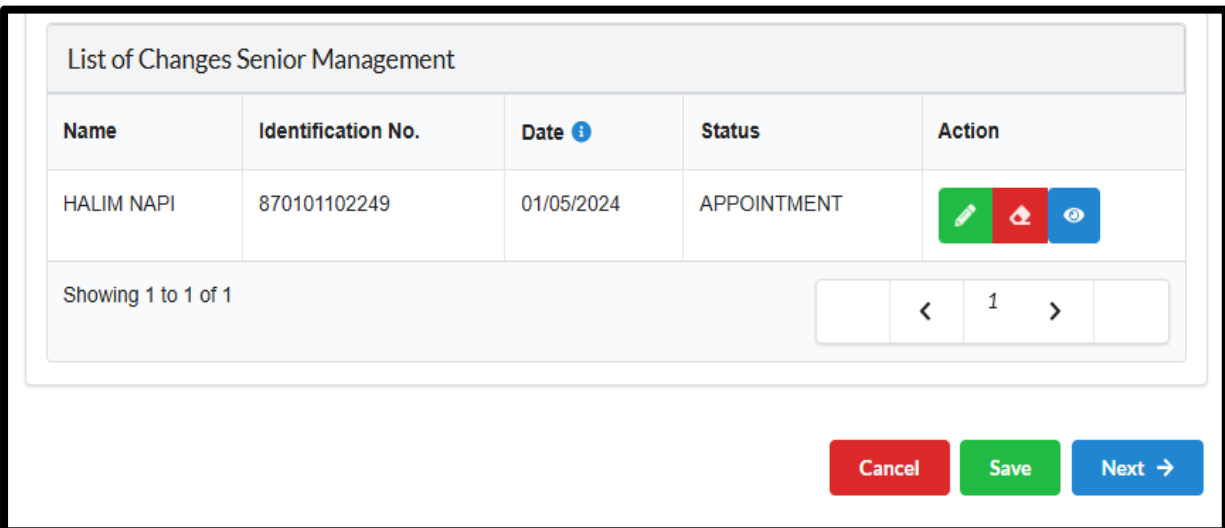
- d. Enter the office address and business address. Then, Click **Add** button.






The form is divided into two sections: "Office Address" and "Business Address (if any)". Each section has a "Local Address" checkbox which is checked. The "Office Address" section includes: "Address Line 1", "Address Line 2", "Address Line 3", "Country" (dropdown menu with "MALAYSIA"), "Postcode" (text input with placeholder "E.G 10000"), "City" (dropdown menu with "--Fill in Postcode First--"), and "State" (text input with placeholder "AUTO-POPULATE FROM CITY"). The "Business Address" section has the same fields. At the bottom right, there are two buttons: "Cancel" (red) and "Add" (green).

Diagram 59: Business and Office address screen

PUBLIC



Name	Identification No.	Date	Status	Action
HALIM NAPI	870101102249	01/05/2024	APPOINTMENT	  

Showing 1 to 1 of 1

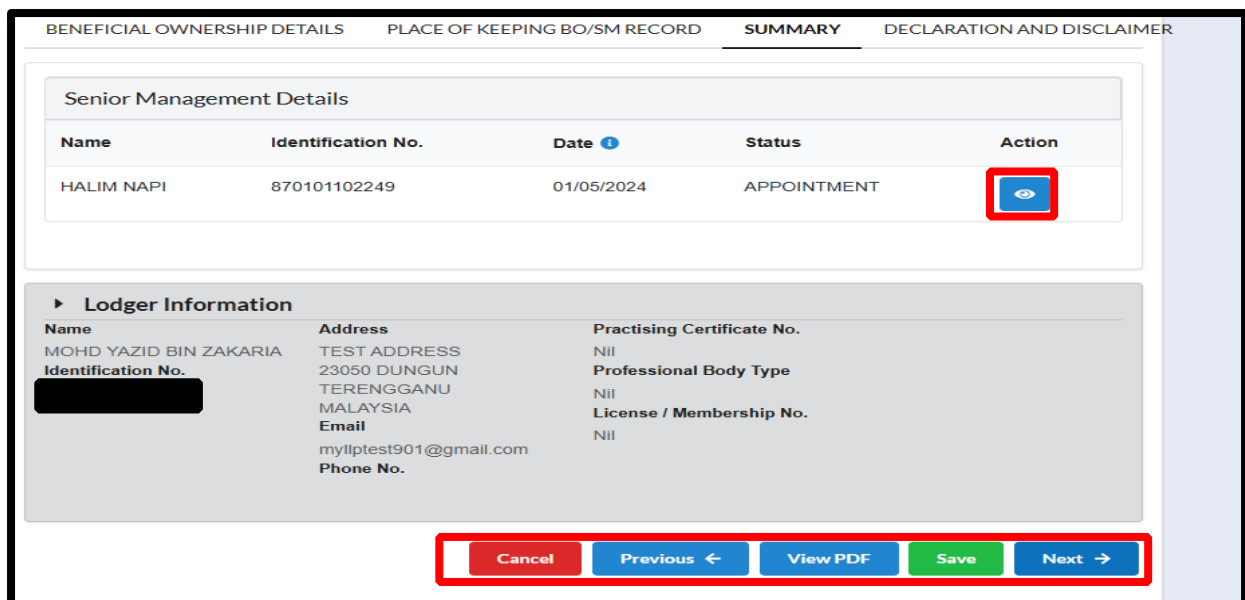
1

Cancel Save Next →

Diagram 60: List of Changes Senior Management Screen


3.1.2 Add SM – Summary

- On the Summary tab, a list of changes will be displayed for confirmation. Click the '**Next**' button to proceed or click the '**Action**' button to view the summary. Users can also view the submission in PDF format before submitting.



BENEFICIAL OWNERSHIP DETAILS PLACE OF KEEPING BO/SM RECORD **SUMMARY** DECLARATION AND DISCLAIMER

Senior Management Details

Name	Identification No.	Date	Status	Action
HALIM NAPI	870101102249	01/05/2024	APPOINTMENT	

► Lodger Information

Name: MOHD YAZID BIN ZAKARIA
 Address: TEST ADDRESS
 23050 DUNGUN
 TERENGGANU
 MALAYSIA
 Email: myllptest901@gmail.com
 Phone No.:
 Practising Certificate No.: Nil
 Professional Body Type: Nil
 License / Membership No.: Nil

Cancel Previous ← View PDF Save Next →

Diagram 61: Add New SM – Summary screen

Senior Management Information

► Senior Management Details

Type of BO Application

SENIOR MANAGEMENT

Date of Appointment

01/05/2024

Identification Type

NRIC

Identification No.

870101102249

Date of Birth

01/01/1987

Name

HALIM NAPI

Email Address

ebosusertest1@gmail.com.my

Phone No.

01111223344

Reason

SENIOR MANAGEMENT IN PLACE OF BO
No Beneficial Owner

Date of Data Recorded

19/05/2025

Designation/Position in the LLP

PENGURUS BESAR

Citizenship

MALAYSIAN

Nationality

MALAYSIA


Gender


MALE

Race

MALAY

Diagram 62: Senior Management Information

 SERVIS MAMPU MELAKSANAKAN TRANSFORMASI

 Beneficial Ownership System

NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION

Division 3A, (Section 20A-20E),
LLP Amendment Act 2024

Submission Number

NIL

Date & Time Received

NIL

PARTICULARS OF LLP

LLP NAME	THE CHIA ESTATE PLT
LLP REGISTRATION NUMBER	202204000772 (LLP0031044-LGN)
LLP STATUS	EXISTING

PARTICULARS OF SENIOR MANAGEMENT

REASON IF THE BO INFORMATION CANNOT BE FURNISHED	SENIOR MANAGEMENT IN PLACE OF BO No Beneficial Owner		
STATUS	APPOINTMENT		
DATE OF APPOINTMENT OF SENIOR MANAGEMENT	01/05/2024		
DATE OF DATA RECORDED	19/05/2025		
NAME	HALIM NAPI		
IDENTIFICATION NO.	870101102249	NATIONALITY	MALAYSIA
RACE	MALAY	CITIZENSHIP	MALAYSIAN
DESIGNATION	PENGURUS BESAR		

Diagram 63: View PDF

PUBLIC

e-BOS LLP User Manual

Page | 46

3.1.3 Add SM – Declaration and Disclaimer

- a. On the **Declaration and Disclaimer** tab, the **Submit** button will become enabled once the user ticks the declaration box. After the Submit button is enabled, click it to submit. Finally, the system will display a **notification** confirming that the submission was successful.

Declaration

☒ I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 80 of the Limited Liability Partnerships Act 2012 to dishonestly make or authorize the making of a statement that you know is false or misleading and you may be liable, upon conviction, to imprisonment for a term not exceeding five years or to a fine not less than RM150,000 and not more than RM500,000 or to both.

Lodger Information

Name	Address	Practising Certificate No.
MOHD YAZID BIN ZAKARIA	TEST ADDRESS	Nil
Identification No.	23050 DUNGUN	Professional Body Type
	TERENGGANU	Nil
	MALAYSIA	License / Membership No.
	Email	Nil
	myllptest901@gmail.com	
	Phone No.	

Buttons: Cancel, Previous <, **Submit**

Diagram 64: Add New BO - Declaration and Disclaimer screen

Submit Beneficial Ownership Information Update?

Are you sure to do this task ?

Buttons: OK, Cancel

Lodger Information

Name	RAHIM
Identification No.	710511055262
Address	

Buttons: Cancel, Previous <, Submit

Diagram 65: Submit screen

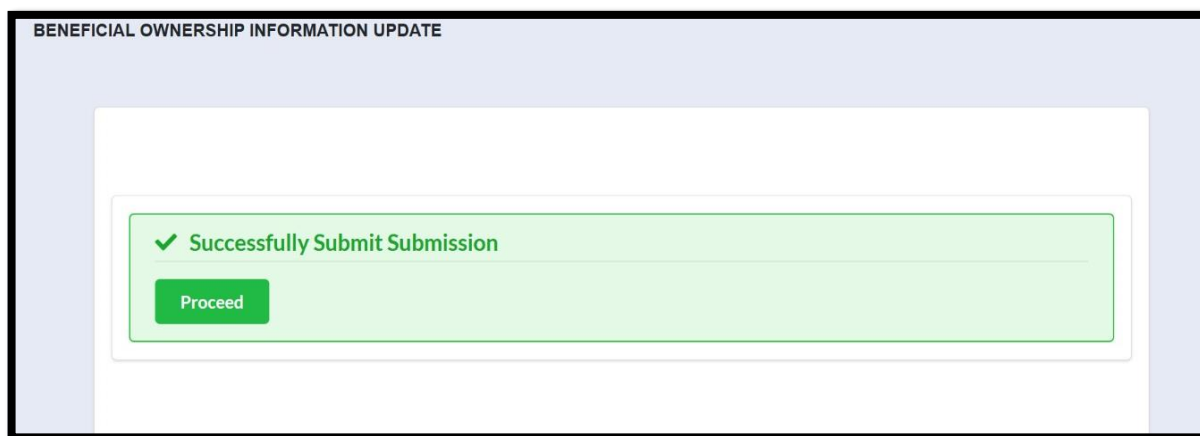


Diagram 66: Notification screen

3.2 Update Changes of Senior Management in Place of BO

3.2.1 Update Changes of SM – BO Details

- a. To update the particulars of SM, click the green button next to the BO's name to make the changes.

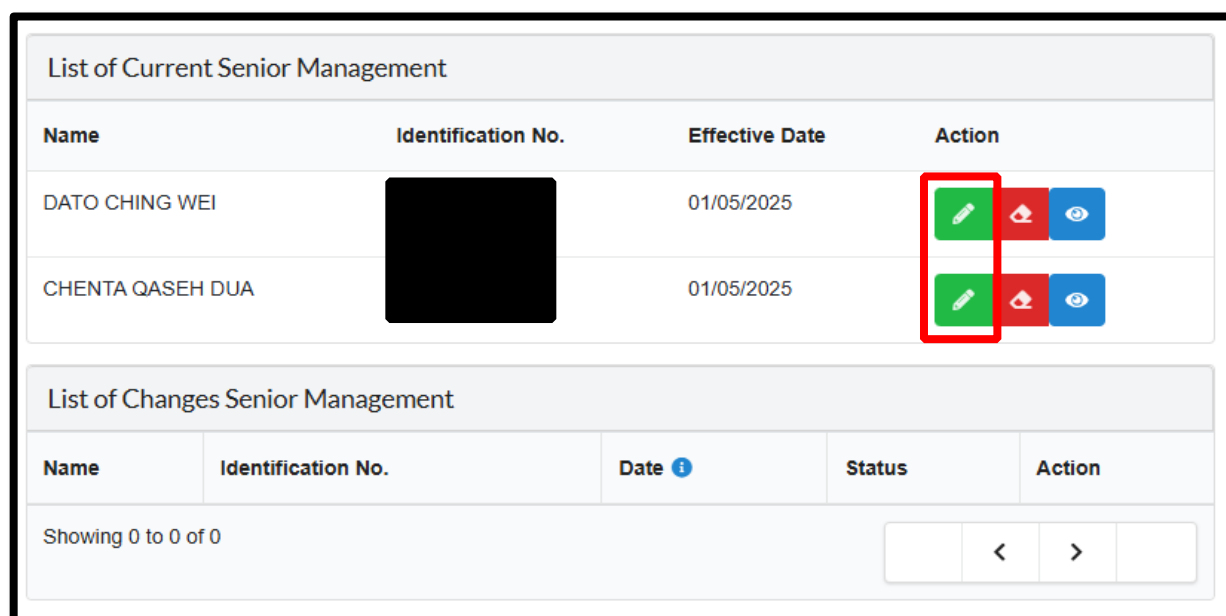


Diagram 67: Update particulars of SM – BO Details

Classification Label: PUBLIC

- b. Enter the date of change and the date the data was recorded. Then, proceed to update the SM information. After that, click the 'Update' button at the bottom of the page, followed by the 'Next' button. (In this case, the SM changed his phone number.)

Update Senior Management

► Change Information

Date of Change *
01/06/2025

Date of Data Recorded ⓘ
15/06/2025

Please state the following reason if the beneficial ownership information cannot be furnished: ⓘ

A) Senior Management in Place of BO

☒ No Beneficial Owner.

☐ Unidentified Beneficial Owner

☐ In the process of obtaining beneficial ownership information.

Senior Management Information

Identification Type *
NRIC

Identification No.
[REDACTED]

Date of Birth *
01-May-1992

Name *
CHENTA QASEH DUA

Email Address *
ebosusertest1@gmail.com.my

Phone No. *
01988557766

Designation/Position in the LLP *
PENGURUS BESAR

Citizenship *
MALAYSIAN

Nationality *
MALAYSIA

Gender *
FEMALE

Race *
DUSUN

Office Address

Diagram 68: Date of change and date of data recorded screen

PUBLIC

3.2.2 Update Changes of SM – Summary

- a. On the Summary tab, a list of changes will be displayed for confirmation. Click the **'Next'** button to proceed or click the **'Action'** button to view the summary. Users can also view the submission in PDF format before submitting.

The screenshot displays the 'SUMMARY' tab of the e-BOS LLP system. It features a table for 'Senior Management Details' and a section for 'Lodger Information'. The 'Senior Management Details' table has columns for Name, Identification No., Date, Status, and Action. A record for 'CHENTA QASEH DUA' is shown with a date of '01/06/2025', a status of 'UPDATE', and an 'Action' button with an eye icon. The 'Lodger Information' section provides details for 'MOHD YAZID BIN ZAKARIA', including his address, email, and phone number. At the bottom of the screen, there is a row of buttons: 'Cancel', 'Previous', 'View PDF', 'Save', and 'Next'.

Name	Identification No.	Date	Status	Action
CHENTA QASEH DUA	[REDACTED]	01/06/2025	UPDATE	

Lodger Information

Name	Address	Practising Certificate No.
MOHD YAZID BIN ZAKARIA	TEST ADDRESS	Nil
Identification No. [REDACTED]	23050 DUNGUN	Professional Body Type
	TERENGGANU	Malaysian Institute of Accountants (MIA)
	Malaysia	License / Membership No.
	Email	MIA 10522
	myllptest901@gmail.com	
	Phone No.	
	0111111111	

Buttons: Cancel, Previous, View PDF, Save, Next

Diagram 69: Update particulars of SM – Summary screen

Senior Management Information

▶ Senior Management Details

Type of BO Application

SENIOR MANAGEMENT

Date of Changes

01/06/2025

Identification Type

NRIC

Identification No.

Date of Birth

01/05/1992

Name

CHENTA QASEH DUA

Email Address

ebosusertest1@gmail.com.my

Phone No.

01988557766

Reason

SENIOR MANAGEMENT IN PLACE OF BO
No Beneficial Owner

Date of Data Recorded

15/06/2025

Designation/Position in the LLP

PENGURUS BESAR

Citizenship

MALAYSIAN

Nationality

MALAYSIA

Gender

FEMALE

Race

DUSUN

Diagram 70: View details of SM information screen


 			
NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION			
Division 3A, (Section 20A-20E), LLP Amendment Act 2024		Submission Number	NIL
		Date & Time Received	NIL
PARTICULARS OF LLP			
LLP NAME	LA PRODUCTION PLT		
LLP REGISTRATION NUMBER	202204000774 (LLP0031046-LGN)		
LLP STATUS	EXISTING		
PARTICULARS OF SENIOR MANAGEMENT			
REASON IF THE BO INFORMATION CANNOT BE FURNISHED	SENIOR MANAGEMENT IN PLACE OF BO No Beneficial Owner		
STATUS	UPDATE		
DATE OF CHANGE	01/06/2025		
DATE OF DATA RECORDED	15/06/2025		
NAME	CHENTA QASEH DUA		
IDENTIFICATION NO.		NATIONALITY	MALAYSIA
RACE	DUSUN	CITIZENSHIP	MALAYSIAN
DESIGNATION	PENGURUS BESAR		
OFFICE ADDRESS	NO.7 JALAN STESEN SENTRAL 5 KL SENTRAL 50623 KUALA LUMPUR 50623 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		
BUSINESS ADDRESS	NO.2 JALAN STESEN SENTRAL 2 KL SENTRAL 50623 KUALA LUMPUR 50623 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		
EMAIL	ebosusertest1@gmail.com .my	PHONE NO.	01988557766

Diagram 71: View PDF

3.2.3 Update Changes of SM – Declaration and Disclaimer

- a. On the **Declaration and Disclaimer** tab, the **Submit** button will become enabled once the user ticks the declaration box. After the Submit button is enabled, click it to submit. Finally, the system will display a **notification** confirming that the submission was successful.

Declaration

☒ I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 80 of the Limited Liability Partnerships Act 2012 to dishonestly make or authorize the making of a statement that you know is false or misleading and you may be liable, upon conviction, to imprisonment for a term not exceeding five years or to a fine not less than RM150,000 and not more than RM500,000 or to both.

Lodger Information

Name	Address	Practising Certificate No.
MOHD YAZID BIN ZAKARIA	TEST ADDRESS	Nil
Identification No.	23050 DUNGUN	Professional Body Type
	TERENGGANU	Nil
	MALAYSIA	License / Membership No.
	Email	Nil
	myllptest901@gmail.com	
	Phone No.	

Cancel Previous **Submit**

Diagram 72: Update Particulars of SM - Declaration and Disclaimer screen

Submit Beneficial Ownership Information Update?

Are you sure to do this task ?

OK Cancel

Cancel Previous **Submit**

Diagram 73: Submit screen

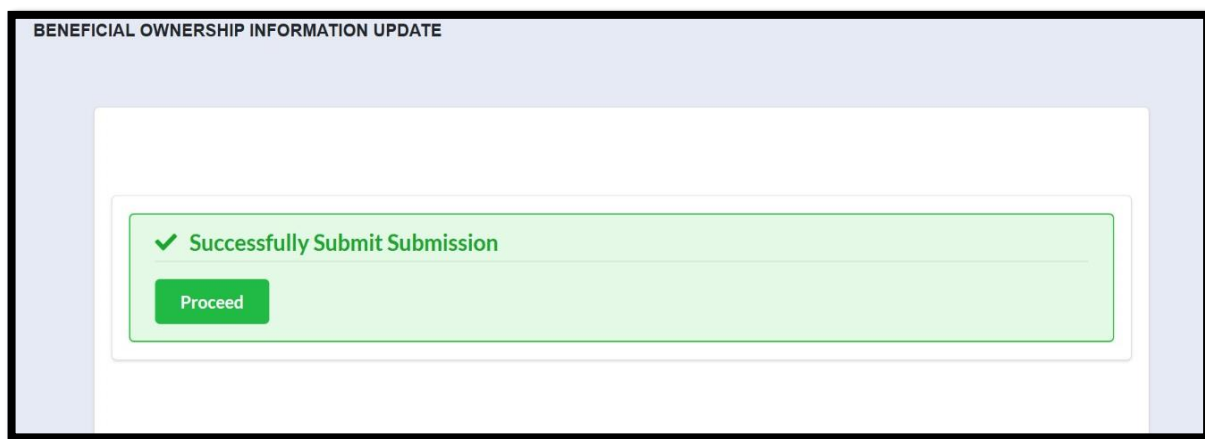


Diagram 74: Notification screen

3.3 Cessation of Senior Management in Place of BO

3.3.1 Cessation of SM - BO details

- a. To cease SM, click **red** button to cease SM next to the SM name.

Name	Identification No.	Effective Date	Action
DATO CHING WEI	[REDACTED]	01/05/2025	[Edit] [Delete] [View]
CHENTA QASEH DUA	[REDACTED]	01/05/2025	[Edit] [Delete] [View]

Name	Identification No.	Date	Status	Action
Showing 0 to 0 of 0				

Diagram 75: Notification screen

- b. Enter the Date of Cessation and the Date of Data Recorded. Then, select the reason and click the '**Cease**' button at the bottom of the page. After that, click the '**Next**' button.

Ceased Senior Management

► Cessation Information

Date of Cessation *

Date of Data Recorded ⓘ

Reason
Ceased ▼

Diagram 76: Date Of Cessation and Date Of Data Recorded screen

3.3.2 Cessation of SM - Summary

- a. On the **Summary** tab, a list of changes will be displayed for confirmation. Click the **Next** button to proceed or click the action button to view the summary. Users can also view submissions in **PDF** format before submitting

The screenshot displays the 'Summary' tab of the e-BOS LLP system. At the top, there are four tabs: 'BENEFICIAL OWNERSHIP DETAILS', 'PLACE OF KEEPING BO/SM RECORD', 'SUMMARY' (which is active), and 'DECLARATION AND DISCLAIMER'. Below the tabs, there is a section titled 'Senior Management Details' containing a table with the following data:

Name	Identification No.	Date	Status	Action
DATO CHING WEI	830812055023	01/06/2025	CESSATION	

Below the table is a section titled 'Lodger Information' with the following details:

Name	Address	Practising Certificate No.
MOHD YAZID BIN ZAKARIA	TEST ADDRESS	Nil
Identification No.	23050 DUNGUN	Professional Body Type
	TERENGGANU	Malaysian Institute of
	MALAYSIA	Accountants (MIA)
	Email	License / Membership No.
	myllptest901@gmail.com	MIA 10522
	Phone No.	
	0111111111	

At the bottom of the screen, there is a navigation bar with five buttons: 'Cancel', 'Previous', 'View PDF', 'Save', and 'Next'.

Diagram 77: Update particulars of SM – Summary screen

Senior Management Information

▶ Senior Management Details

Type of BO Application
SENIOR MANAGEMENT

Date of Cessation
01/06/2025

Reason
Ceased

Identification Type
NRIC

Identification No.
[REDACTED]

Date of Birth
12/08/1983

Name
DATO CHING WEI

Email Address
ebosuser1@gmail.com.my

Phone No.
01111223344

Reason
SENIOR MANAGEMENT IN PLACE OF BO
No Beneficial Owner

Date of Data Recorded
16/06/2025

Designation/Position in the LLP
COO

Citizenship
MALAYSIAN

Nationality
MALAYSIA

Gender
MALE

Race
CHINESE

Diagram 78: View details of SM information screen



 			
NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION			
Division 3A, (Section 20A-20E), LLP Amendment Act 2024		Submission Number	NIL
		Date & Time Received	NIL
PARTICULARS OF LLP			
LLP NAME	LA PRODUCTION PLT		
LLP REGISTRATION NUMBER	202204000774 (LLP0031046-LGN)		
LLP STATUS	EXISTING		
PARTICULARS OF SENIOR MANAGEMENT			
REASON IF THE BO INFORMATION CANNOT BE FURNISHED	SENIOR MANAGEMENT IN PLACE OF BO No Beneficial Owner		
STATUS	CESSATION		
REASON	CEASED		
DATE OF CESSATION	01/06/2025		
DATE OF DATA RECORDED	16/06/2025		
NAME	DATO CHING WE		
IDENTIFICATION NO.		NATIONALITY	MALAYSIA
RACE	CHINESE	CITIZENSHIP	MALAYSIAN
DESIGNATION	COO		
OFFICE ADDRESS	NO.7 JALAN STESEN SENTRAL 5 KL SENTRAL 50623 KUALA LUMPUR 50623 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		
BUSINESS ADDRESS	NO.7 JALAN STESEN SENTRAL 5 KL SENTRAL 50623 KUALA LUMPUR 50623 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		
EMAIL	ebosuser1@gmail.com .my	PHONE NO.	01111223344

Diagram 79: PDF View of SM information screen

3.3.3 Cessation of SM - Declaration and Disclaimer

- a. On the **Declaration and Disclaimer** tab, the **Submit** button will become enabled once the user ticks the declaration box. After the Submit button is enabled, click it to submit. Finally, the system will display a **notification** confirming that the submission was successful.

Declaration

☒ I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 80 of the Limited Liability Partnerships Act 2012 to dishonestly make or authorize the making of a statement that you know is false or misleading and you may be liable, upon conviction, to imprisonment for a term not exceeding five years or to a fine not less than RM150,000 and not more than RM500,000 or to both.

Lodger Information

Name	Address	Practising Certificate No.
MOHD YAZID BIN ZAKARIA	TEST ADDRESS	Nil
Identification No.	23050 DUNGUN	Professional Body Type
	TERENGGANU	Nil
	MALAYSIA	License / Membership No.
	Email	Nil
	myllptest901@gmail.com	
	Phone No.	

Cancel Previous **Submit**

Diagram 80: Cessation of SM - Declaration and Disclaimer screen

Dashboard Beneficial Ownership Rectification Beneficial Ownership My Submission User Management

Submit Beneficial Ownership Information Update?

Are you sure to do this task ?

OK Cancel

Cancel Previous **Submit**

Copyright © 2024 Suruhanjaya Syarikat Malaysia. All rights reserved. Best viewed using Chrome and Mozilla Firefox with the resolution of 1024 x 768. Version 1.0.0

Diagram 81: Submit screen

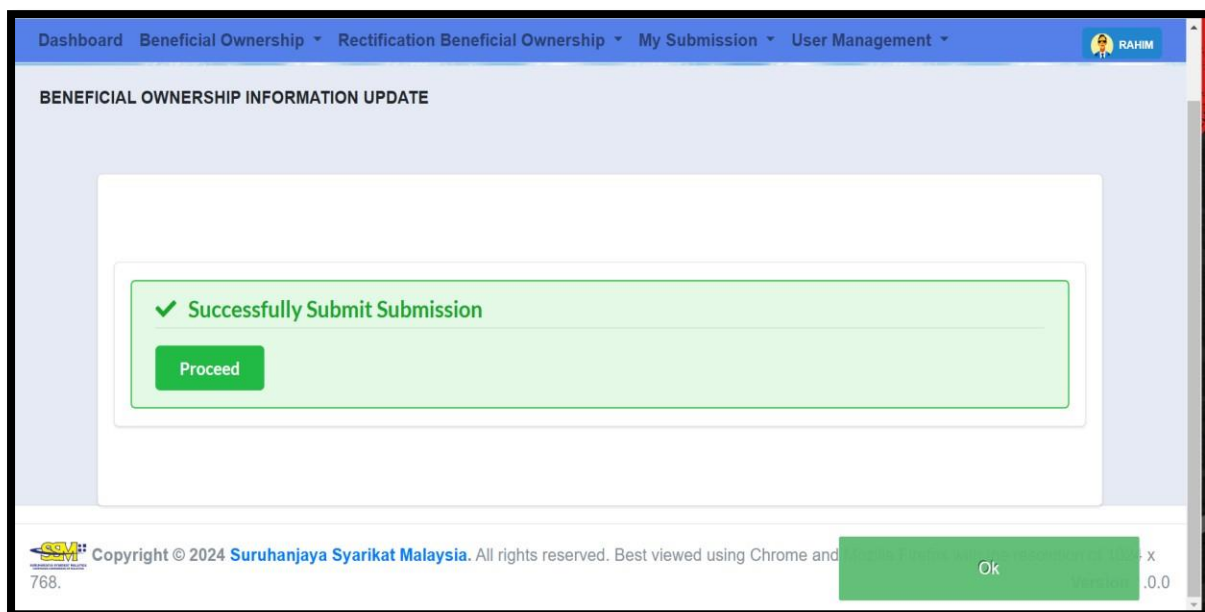


Diagram 82: Notification screen

4. JOINT ARRANGEMENT

4.1 Add Joint Arrangements Group

- a. If the notification of Beneficial Ownership is through a Joint Arrangement, mark 'Yes' for the Joint Arrangement criteria. Once 'Joint Arrangement' is selected as 'Yes', the system will automatically select 'Control by Other Means' and Criteria E. For Joint Arrangement, the user needs to repeat the 'Add BO' process and select 'Joint Arrangement'. When specifying the BO criteria, select 'Yes' for Joint Arrangement.

The screenshot shows a web form titled 'Criteria of BO'. At the top, there is a section 'Joint Arrangement' with two radio buttons: 'Yes' (selected) and 'No'. Below this is a dropdown menu labeled 'Types of BO' with the selected option 'CONTROL BY OTHER MEANS'. Underneath, there is a section 'Please Select (if applicable)' with three checkboxes. The first two are 'Criteria C - Has the right to exercise ultimate effective control...' and 'Criteria D - Has the right or power to directly or indirectly appoint or remove the partner...', both of which are unchecked. The third is 'Criteria E - Is a partner of the limited liability partnership and, under an agreement with another partner of the limited liability partnership, controls alone a majority of the voting rights in the limited liability partnership', which is checked. Below this, there is a text input field for 'Voting Rights (%)' with the value '0.0000'. The fourth checkbox is 'Criteria F - Has less than 20% of capital contribution or voting rights but exercises significant control or influence over the limited liability partnership', which is unchecked. Below this, there is another text input field for 'Voting Rights(%)' with the value '0.0000'.

Diagram 83: Criteria of BO for Joint Arrangement screen

Classification Label: PUBLIC

- b. System will display List of Beneficial Ownership with YES Joint Arrangements.











List of Changes Beneficial Ownership						
Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date 	Status	Action
HALIM BIN NAPI@HANAFI	INDIVIDUAL	YES	870222105549	02/01/2024	NEW	  
SITI WARDAH BAHELAH BINTI ZAIN	INDIVIDUAL	YES	870222197786	01/01/2024	NEW	  
Showing 1 to 2 of 2				 1 		

Diagram 84: Criteria of BO for Joint Arrangement screen

- c. Click Add Group Arrangement to create/update group.

Beneficial Ownership 

Add Beneficial Owner

Add Group Arrangement

Add Senior Management



Current Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
--------------------------	--------------------------	-------------------	--------------------	----------------	--------

Current Joint Arrangement Group

No.	Group Name	Shares(%)	Date of Group Creation	Action
-----	------------	-----------	------------------------	--------

Showing 0 to 0 of 0

List of Changes Beneficial Ownership

Diagram 85: Add Group for Joint Arrangement screen

PUBLIC

Classification Label: PUBLIC

- d. Select the BO name and enter the percentage and name of the group. The system will automatically calculate the accumulated percentage. The total percentage for Joint Arrangements should be more than 50.0001%.

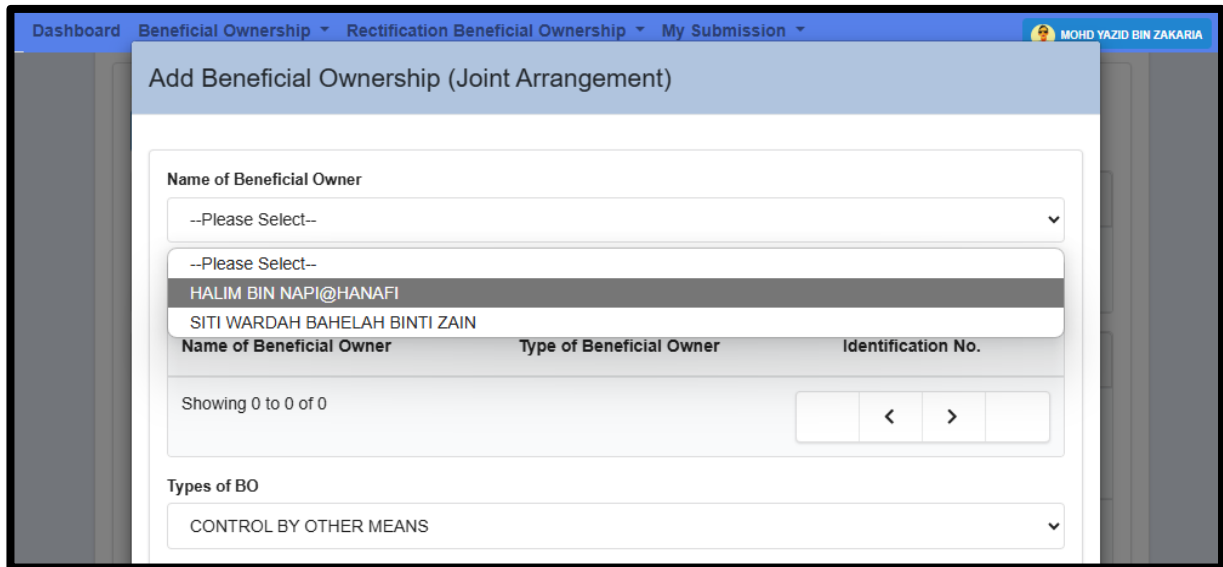


Diagram 86: Add BO for Joint Arrangement screen

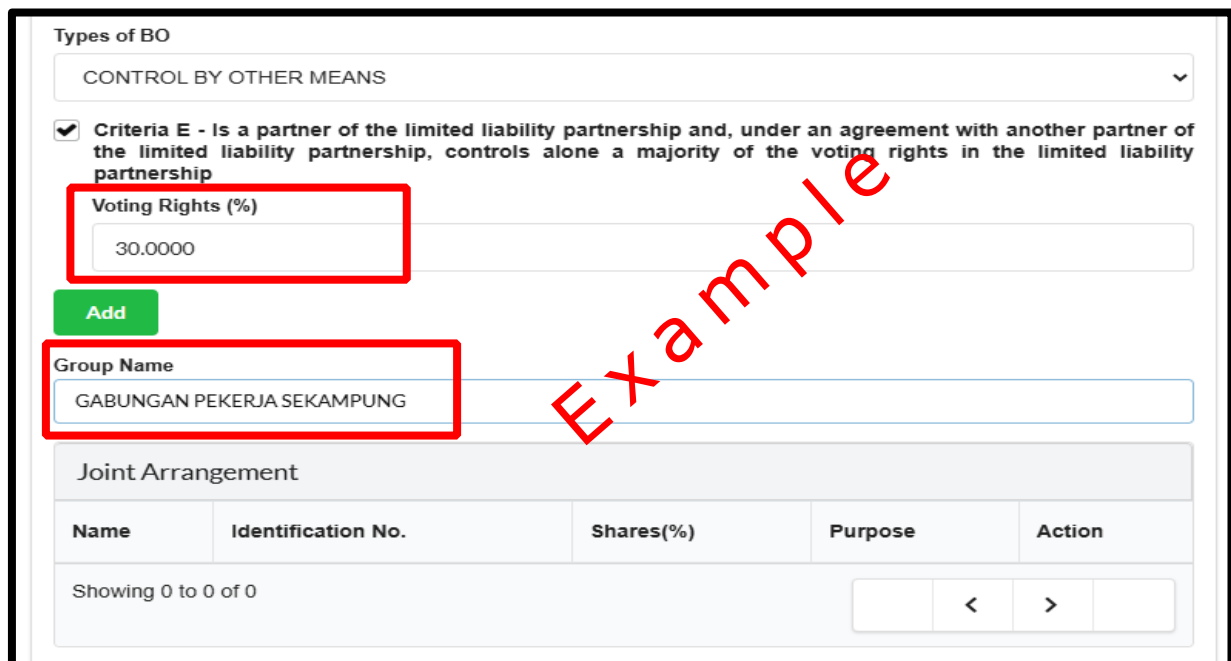


Diagram 87: Add BO percentage and Group Name screen

PUBLIC

Add

Group Name
GABUNGAN PEKERJA SEKAMPUNG

Joint Arrangement

Name	Identification No.	Shares(%)	Purpose	Action
HALIM BIN NAPI@HANAFI	[REDACTED]	30.0000	NEW	
SITI WARDAH BAHELAH BINTI ZAIN	[REDACTED]	25.0000	NEW	

Showing 1 to 2 of 2

Close **Save**

Diagram 88: Joint Arrangement with shareholders name screen

4.2 Cessation of Joint Arrangement

- For the cessation of a Joint Arrangement, users need to cease both the BO and the group. Click the red 'Cease' button next to the group.

Beneficial Ownership

Add Beneficial Owner **Add Group Arrangement** **Add Senior Management**

Current Beneficial Owner(s)

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Effective Date	Action
SITI WARDAH BAHELAH BINTI ZAIN	INDIVIDUAL	YES	[REDACTED]	01/01/2024	
HALIM BIN NAPI@HANAFI	INDIVIDUAL	YES	[REDACTED]	02/01/2024	

Current Joint Arrangement Group

No.	Group Name	Shares(%)	Date of Group Creation	Action
1	GABUNGAN PEKERJA SEKAMPUNG	55.0000	21/05/2025	

Showing 1 to 1 of 1

Diagram 89: Joint Arrangement with shareholders name screen

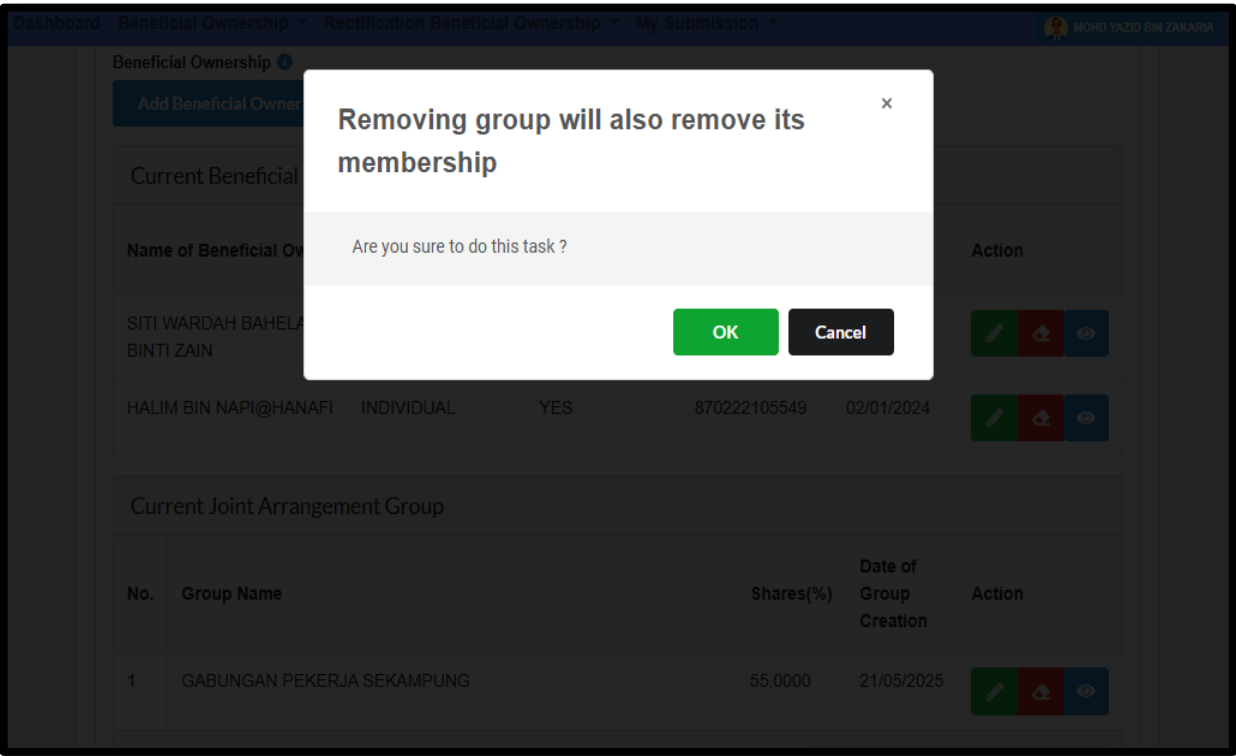


Diagram 90: Notification for cease group arrangement screen.

- b. Click red button next to BO name to cessation and repeat cessation process.

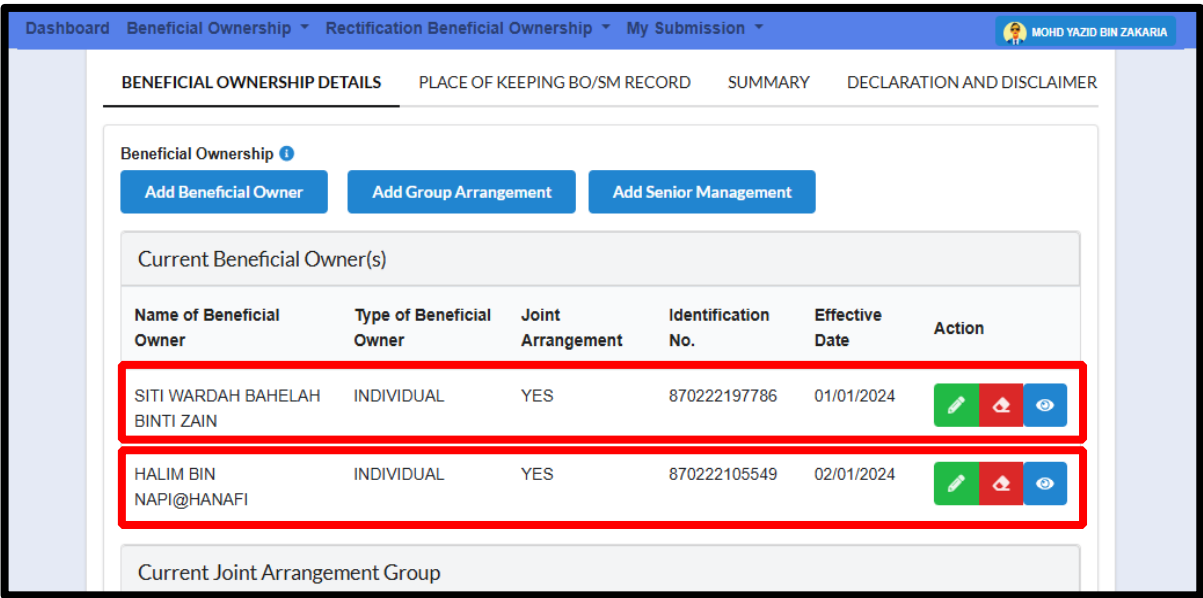
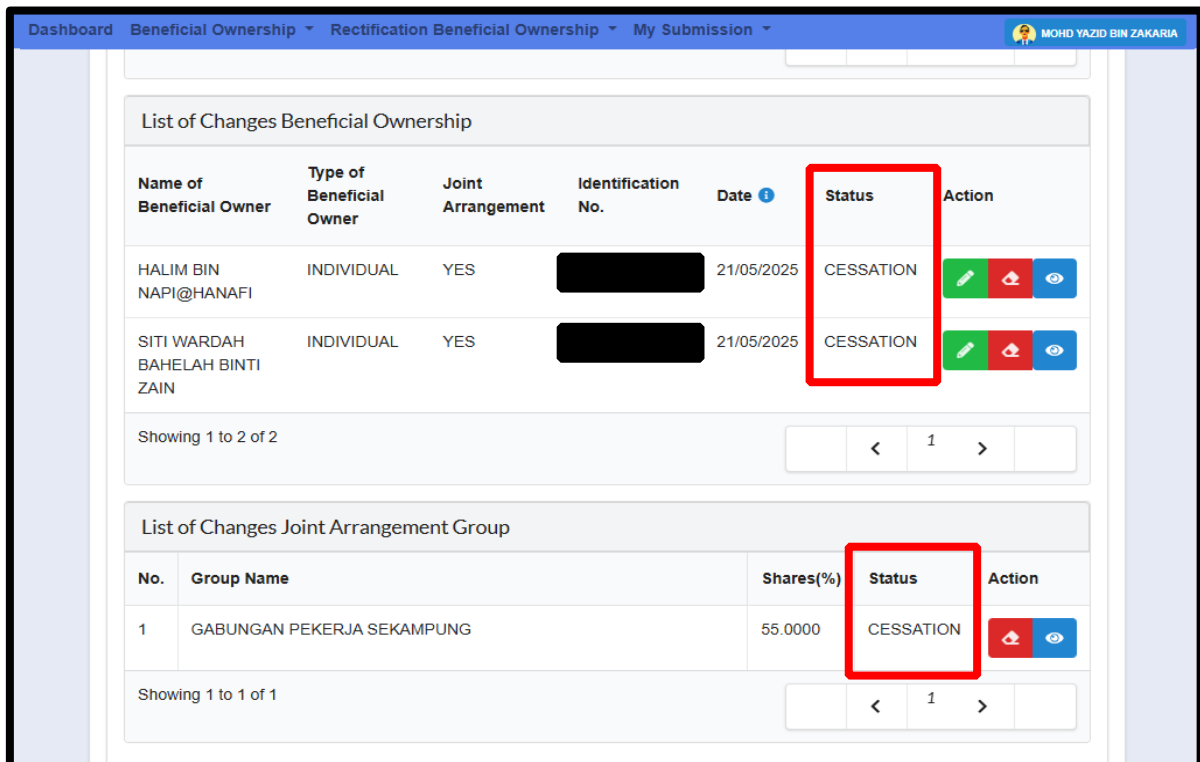


Diagram 91: BO with status Joint Arrangements screen

Classification Label: PUBLIC

- c. The system will display the name of the BO and their group with the status 'Cessation'. Users can click '**Submit**' to proceed.



The screenshot displays two tables from the e-BOS LLP User Manual. The top table, 'List of Changes Beneficial Ownership', has columns: Name of Beneficial Owner, Type of Beneficial Owner, Joint Arrangement, Identification No., Date, Status, and Action. The bottom table, 'List of Changes Joint Arrangement Group', has columns: No., Group Name, Shares(%), Status, and Action. In both tables, the 'Status' column is highlighted with a red box, showing 'CESSATION' for all entries.

Name of Beneficial Owner	Type of Beneficial Owner	Joint Arrangement	Identification No.	Date	Status	Action
HALIM BIN NAPI@HANAFI	INDIVIDUAL	YES	[REDACTED]	21/05/2025	CESSATION	[Edit] [Delete] [View]
SITI WARDAH BAHLELAH BINTI ZAIN	INDIVIDUAL	YES	[REDACTED]	21/05/2025	CESSATION	[Edit] [Delete] [View]

Showing 1 to 2 of 2

No.	Group Name	Shares(%)	Status	Action
1	GABUNGAN PEKERJA SEKAMPUNG	55.0000	CESSATION	[Delete] [View]

Showing 1 to 1 of 1

Diagram 92: name of BO and their group with status screen

5. RECTIFICATION

- a. Click on the 'Rectification of Beneficial Ownership' menu, then click 'Rectification' to proceed.

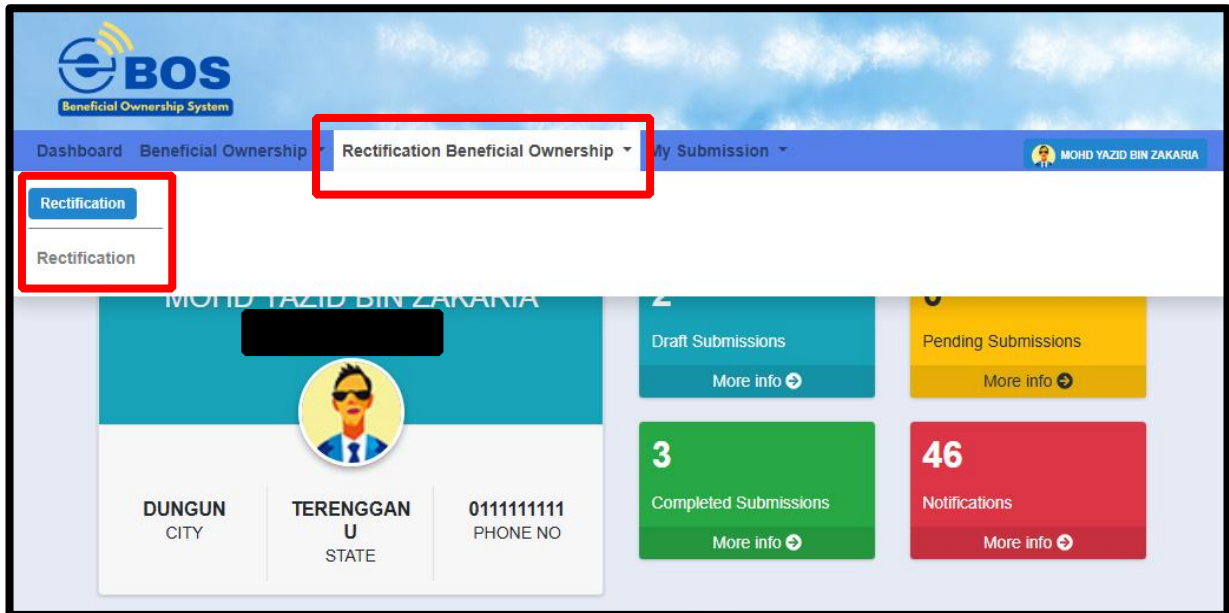


Diagram 93: Rectification Application Screen

- b. Entered LLP Number

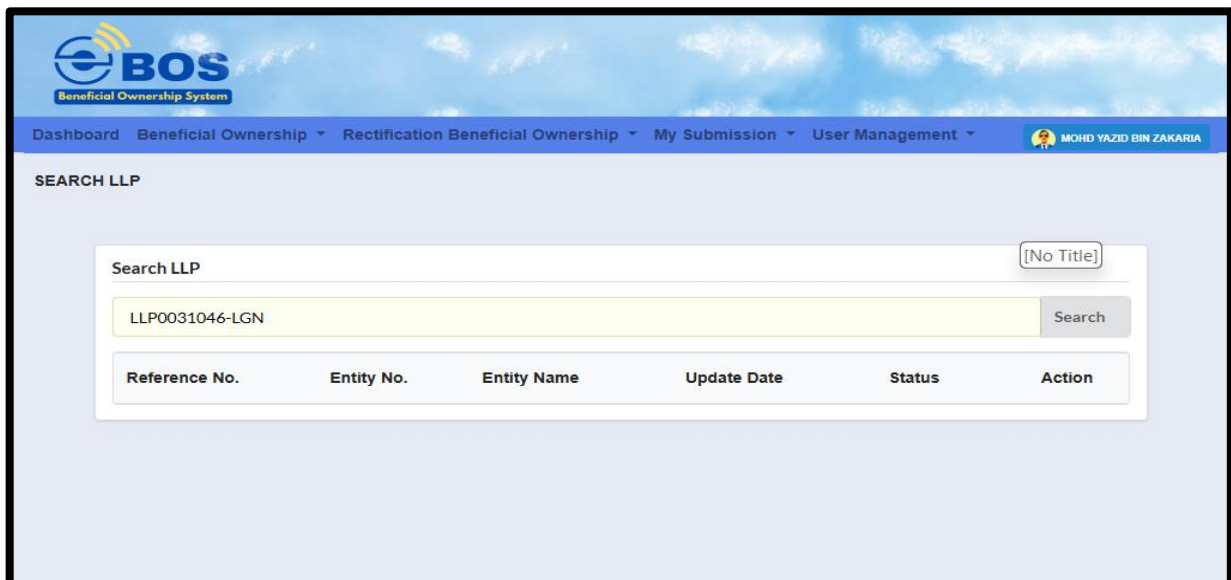
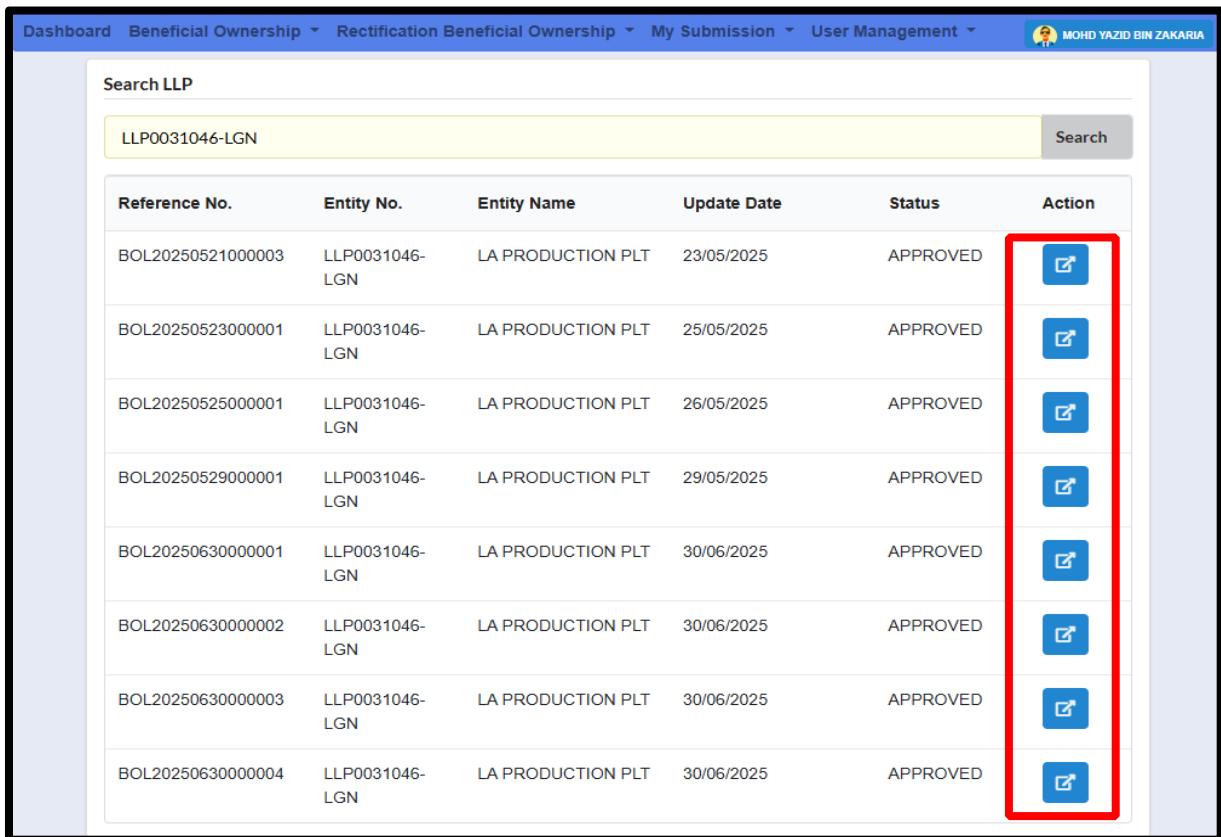


Diagram 94: Rectification Application Screen

Classification Label: PUBLIC

- c. System will display same submission that has been submitted before.
Select the approved submission for rectification











Search LLP					
LLP0031046-LGN					Search
Reference No.	Entity No.	Entity Name	Update Date	Status	Action
BOL20250521000003	LLP0031046-LGN	LA PRODUCTION PLT	23/05/2025	APPROVED	
BOL20250523000001	LLP0031046-LGN	LA PRODUCTION PLT	25/05/2025	APPROVED	
BOL20250525000001	LLP0031046-LGN	LA PRODUCTION PLT	26/05/2025	APPROVED	
BOL20250529000001	LLP0031046-LGN	LA PRODUCTION PLT	29/05/2025	APPROVED	
BOL20250630000001	LLP0031046-LGN	LA PRODUCTION PLT	30/06/2025	APPROVED	
BOL20250630000002	LLP0031046-LGN	LA PRODUCTION PLT	30/06/2025	APPROVED	
BOL20250630000003	LLP0031046-LGN	LA PRODUCTION PLT	30/06/2025	APPROVED	
BOL20250630000004	LLP0031046-LGN	LA PRODUCTION PLT	30/06/2025	APPROVED	

Diagram 95: Submission Approved Screen

PUBLIC

Classification Label: PUBLIC

- d. To apply for rectification, click the green button next to the BO's name. Then, click the 'Next' button to continue. In this example, the BO's name will be amended.

The screenshot shows a web application interface for rectification. At the top, there's a navigation bar with 'Dashboard', 'Beneficial Ownership', 'Rectification Beneficial Ownership', 'My Submission', and 'User Management'. The user is logged in as MOHD YAZID BIN ZAKARIA. Below the navigation bar, there are three main sections: 'Current Beneficial Owner(s)', 'Current Senior Management(s)', and 'Current Joint Arrangement Group'. The 'Current Beneficial Owner(s)' section contains a table with columns: Name of Beneficial Owner, Type of Beneficial Owner, Identification No., Effective Date, Status, and Action. Two entries are listed: HALIM NAPI and SITI WARDAH BAHLEHA BINTI ZAIN, both with status 'NEW'. The 'Action' column for each entry has a green button with a pencil icon and a blue button with an eye icon. The 'Current Senior Management(s)' section contains a table with columns: Name of Senior Management, Identification No., Effective Date, Status, and Action. One entry is listed: CHENTA QASEH DUA, with status 'APPOINTMENT'. The 'Action' column for this entry has a green button with a pencil icon and a blue button with an eye icon.

Diagram 96: Rectification Application Screen

- e. Select purpose of rectification:

No	Type of Rectification	Example
1	Rectification -Data	Amend BO/SM information such as Name of BO, Date of Becoming BO.
2	Rectification – Remove/ Cancellation	To cancel appointment Ali bin Ahmad as BO.

Table 4: Type of rectification and example

The screenshot shows a web application interface for selecting the purpose of rectification. The title is 'Purpose Rectification'. There is a dropdown menu with the following options: 'RECTIFICATION - DATA', '--Please Select--', 'RECTIFICATION - DATA', and 'RECTIFICATION - REMOVE/CANCELLATION (APPOINTMENT/CESSATION)'. The 'RECTIFICATION - DATA' option is selected. To the right of the dropdown menu, there is a date field labeled 'Date of Data Recorded' with a calendar icon. The date entered is '02/01/2025'.

Diagram 97: Purpose of Rectification screen

PUBLIC

Classification Label: PUBLIC

- f. Enter the Rectification Date. For date of data recorded, user may choose either want to change or not. In this example, the user wants to change the BO's name. After that, click the **'Update'** button.

Rectification: Update Beneficial Ownership

► **Change Details**

Purpose Rectification
RECTIFICATION - DATA

Date of Rectification * 21/05/2025
Date of Data Recorded ⓘ * 01/06/2025

► **Beneficial Ownership Information**

Type * INDIVIDUAL
Designation/Position in the LLP * MANAGER
Category * INDIVIDUAL
Citizenship * MALAYSIAN
Id Type * NRIC
Nationality * MALAYSIA
Identification No. [REDACTED]
Gender * MALE
Date of Birth * 22/02/1987
Race * MALAY
Name of Beneficial Owner
MOHAMMAD HALIM BIN NAPI@HANAFI
Email Address *
ebosusertest1@gmail.com.my

Diagram 98: Purpose of Rectification screen

PUBLIC

g. System will display his name with status rectification - Data

Address	Effective Date	Status	Action		
Rectification Beneficial Owner					
Name of Beneficial Owner	Identification No.	Date of Rectification / Date of Cessation	Status	Action	
MOHAMMAD HALIM BIN NAPI@HANAFI	[REDACTED]	21/05/2025	RECTIFICATION - DATA	[Edit] [Delete] [View]	
Rectification Senior Management					
Name of Senior Management	Identification No.	Date of Rectification / Date of Cessation	Status	Action	
Rectification Joint Arrangement Group					
No.	Group Name	Shares(%)	Date of Rectification / Date of Cessation	Status	Action
Rectification Place of Keeping Beneficial Ownership Record					
Address	Date of Rectification / Date of Cessation	Status	Action		

Cancel Save Next

Diagram 99: BO name with status rectification - data screen

h. Select either rectification of BO by LLP or by Court Order.

BENEFICIAL OWNERSHIP DETAILS RECTIFICATION DETAILS SUPPORTING DOCUMENTS SUMMARY DECLARATION AND DISCLAIMER

Beneficial Ownership Submission No.
BOL20250520000010

Rectification Submission

BY LLP

--Please Select--

BY LLP

BY COURT ORDER

Cancel Previous Save Next

Diagram 100: Rectification Submission selections screen

Classification Label: PUBLIC

- i. If by Court Order- entered Court Order information

The screenshot shows the 'RECTIFICATION DETAILS' tab in the e-BOS system. The 'Beneficial Ownership Submission No.' field contains 'BOL20250520000010'. The 'Rectification Submission' dropdown is set to 'BY COURT ORDER'. The 'Reason of Rectification' dropdown is set to 'is incorrect'. Under the 'Court Details' section, the 'Court Case No.' is 'WA-3NCC-BA-1122' and the 'Court Location' is 'KOMPLEKS MAHKAMAH KUALA LUMPUR - MAHKAMAH TINGGI ()'. The 'Date of Court Order' is '01/05/2025'. The 'Time Frame From' and 'Time Frame To' fields are empty. The 'Enter Court Details / Summary' text area contains 'AMEND BO NAME'.

Diagram 101: Rectification Submission selections screen

- j. Enter one of the reason if selected rectify BO by LLP.

The screenshot shows the 'RECTIFICATION DETAILS' tab with the 'Rectification Submission' dropdown set to 'BY LLP'. The 'Reason of Rectification' dropdown is open, showing options: '--Please Select--', 'has been included in error', 'has been omitted', and 'is incorrect'. The 'Beneficial Ownership Submission No.' is 'BOL20250520000010'. At the bottom right, there are four buttons: 'Cancel' (red), 'Previous' (blue with left arrow), 'Save' (green), and 'Next' (blue with right arrow).

Diagram 102: Rectification reasons for submission via LLP screen

PUBLIC

Classification Label: PUBLIC

- k. Supporting Documents tab- Upload document such as Court Order or Statutory Declaration, Consent Letter, Letter From Liquidator ETC.

The screenshot displays the 'Supporting Documents' tab. It features three distinct sections for document uploads. The first section, 'Llp', contains a table with one row labeled 'LLP *'. The second section, 'Other Supporting Document', contains a table with one row labeled 'CONSENT LETTER/LETTER FROM LIQUIDATOR, NOMINEES, JUDICIAL MANAGERS ETC *'. The third section, 'Supporting Document (If Any)', is currently empty. Each table row includes a 'Choose File' button, a 'No file chosen' indicator, and an 'Add' button. The top navigation bar shows 'SUPPORTING DOCUMENTS' as the active tab.

Diagram 103: Upload supporting documents screen

- l. Declaration tab - user need to write the reason for rectification and ticks the declaration box

The screenshot shows the 'Declaration of Rectification' screen. It lists five statements for confirmation: 1. Appointment by LLP, 2. Notification of interested parties, 3. Registrar/SSM responsibility, 4. No legal proceedings, and 5. LLP information accuracy. A red box highlights the 'NAME IS NOT SAME WITH IC OF BO' text in the 'due to' field. Another red box highlights the checked 'I/we confirm' checkbox. A third red box highlights the 'Save' button. A large red 'Example' watermark is present. The bottom navigation bar shows 'Cancel', 'Previous', 'Save', and 'Next' buttons.

Diagram 104: Declaration of Rectification screen

PUBLIC

Classification Label: PUBLIC

m. Before submit, click view details to avoid mistake.

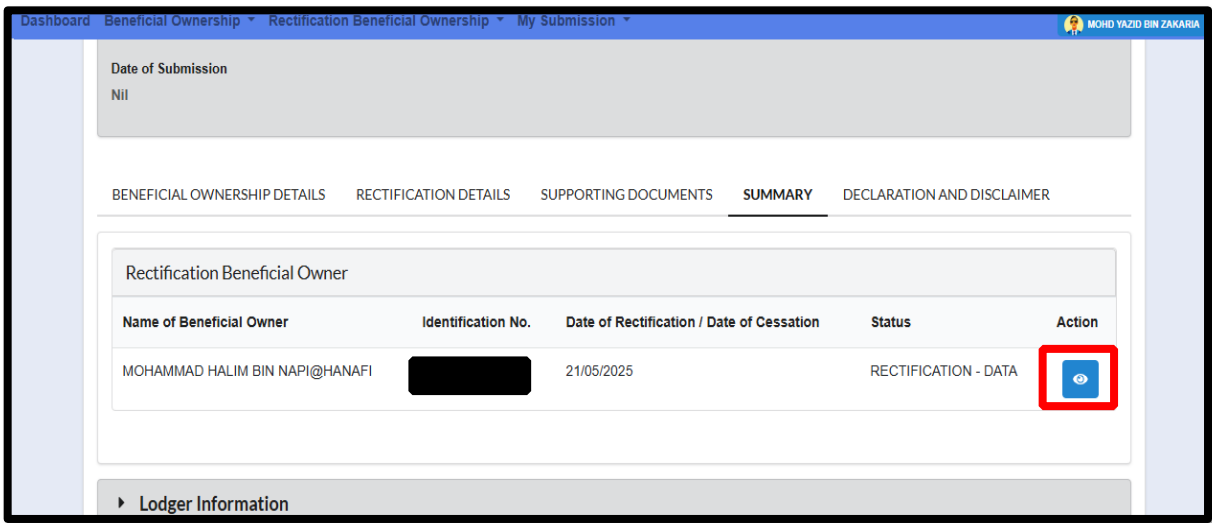


Diagram 105: Summary - view details screen 1

n. View details - The system will display the information before and after the amendments.

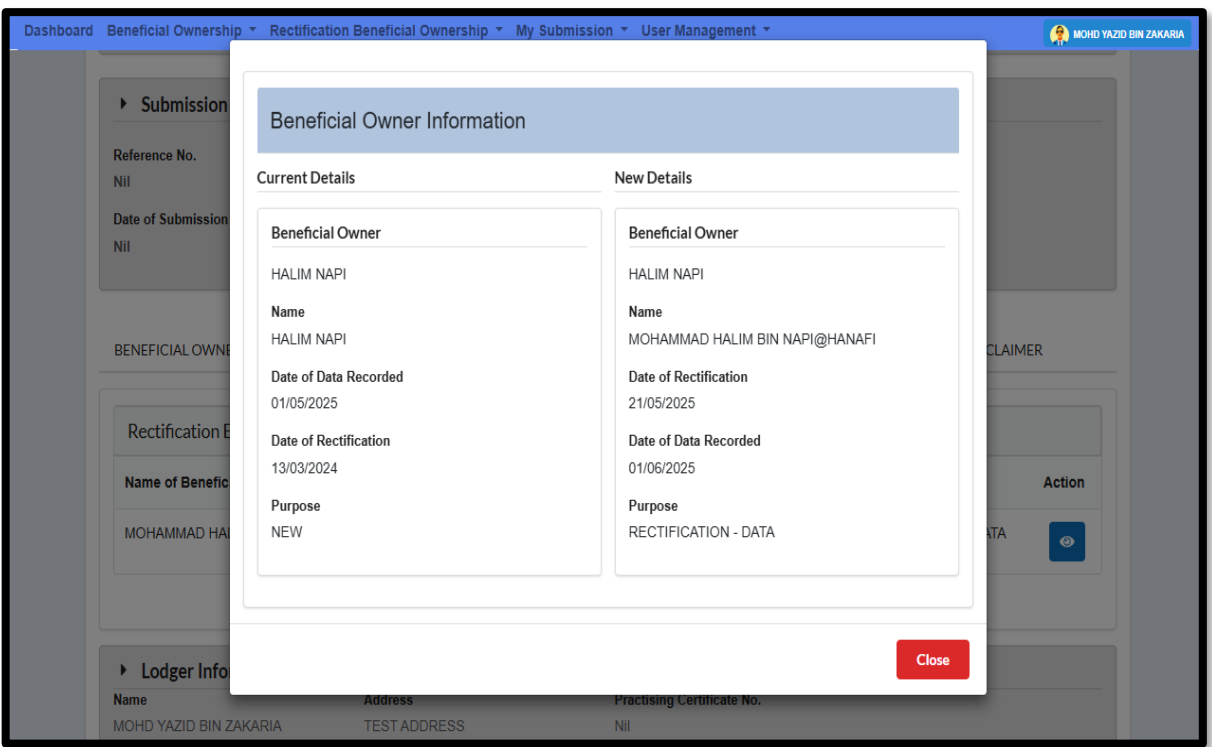


Diagram 106: Summary - view details screen 2

PUBLIC

Classification Label: PUBLIC

- o. View PDF before submitting – to recheck the amendment was correct.

SSM
Suruhanjaya Syarikat Malaysia
Companies Commission of Malaysia

e-BOS
Beneficial Ownership System

RECTIFICATION OF NOTIFICATION OF BENEFICIAL OWNERSHIP INFORMATION

Section 71, LLP Act 2012

Reference No. RBL2025063000005
Date & Time Received 30/06/2025 10:39 AM

PARTICULARS OF LLP			
LLP Registration Number	202204000774 (LLP0031046-LGN)		
LLP Name	LA PRODUCTION PLT		
LLP Status	EXISTING		

PARTICULARS OF BENEFICIAL OWNERSHIP				
1	TYPE OF BO APPLICATION	BENEFICIAL OWNER		
	STATUS	NEW		
	DATE OF RECTIFICATION	21/05/2025		
	TYPE	INDIVIDUAL		
	CATEGORY	INDIVIDUAL		
	NAME	MOHAMMAD HALIM BIN NAPI@HANAFI		
	IDENTIFICATION NO.		DATE OF BIRTH	22/02/1987
	GENDER	MALE	RACE	MALAY
	NATIONALITY	MALAYSIA	CITIZENSHIP	MALAYSIAN
	DESIGNATION/POSITION IN THE COMPANY	MANAGER		

Diagram 107: Summary - view PDF screen

PUBLIC

Classification Label: PUBLIC

- p. Declaration – tick declaration before submitting. If satisfied, user can click submit.

BENEFICIAL OWNERSHIP DETAILS RECTIFICATION DETAILS SUPPORTING DOCUMENTS SUMMARY DECLARATION AND DISCLAIMER

Declaration

☒ I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 80 of the Limited Liability Partnerships Act 2012 to dishonestly make or authorize the making of a statement that you know is false or misleading and you may be liable, upon conviction, to imprisonment for a term not exceeding five years or to a fine not less than RM150,000 and not more than RM500,000 or to both.

▶ Lodger Information

Name MOHD YAZID BIN ZAKARIA	Address TEST ADDRESS 23050 DUNGUN TERENGGANU MALAYSIA	Practising Certificate No. Nil
Identification No. [REDACTED]	Email mylptest901@gmail.com	Professional Body Type Malaysian Institute of Accountants (MIA)
	Phone No. 0111111111	License / Membership No. MIA 10522

Cancel Previous Submit

Diagram 108: Declaration and Disclaimer Screen

- q. After submitting, system will display notification.

Submission Details

Reference No.
Nil

Date of Submission
Nil

BENEFICIAL OWNERSHIP DETAILS

Declaration

☒ I CONFIRM THAT THE FACTS AND INFORMATION STATED IN THIS DOCUMENT ARE TRUE AND TO THE BEST OF MY KNOWLEDGE.

ATTENTION:

It is an offence under section 591 of the Companies Act 2016 to make or authorize the making of a statement that a person knows is false or misleading and that person may be liable, upon conviction, to imprisonment for a term not exceeding ten years or to a fine not exceeding RM3 million or to both.

Cancel Previous Submit

Submit Rectification of Beneficial Ownership Information

Are you sure to do this task ?

OK Cancel

Diagram 109: Submission Screen

PUBLIC

Classification Label: PUBLIC

- r. System will request for payment. To proceed click **Pay Online** Button.

Payment Details (RBO2025031400010)

Item Description	Quantity	Gross Amount	Discount Amount	Tax (RM)	Total including Tax (RM)
RECTIFICATION BENEFICIAL OWNERSHIP INFORMATION-LLP0028837-LGN(ABLETECH ANGEL ONE PLT)	1	150.00	0.00	0.00	150.00
Total (RM):		150.00	0.00	0.00	150.00
				Total Amount (RM):	150.00

Name*
RAHIM

NRIC No. / MyCoID No. / Business Registration No.*
900730105415

Address*
BLOK G-3-4-5
JALAN 5/76D
55100 PANDAN
W.P KUALA LUMPUR

[PAY ONLINE](#) [CANCEL](#)

Diagram 110: Payment Screen

- s. Fill in payment details

Time Remaining : 09 Minutes 40 Seconds

\$ Payment Details

Order ID RBO2025031400010
Payment ID TBS2025031400005
Payment for SSM E-Bos Payment
Total MYR 150.00

Pay with Credit or Debit Card

Credit or Debit Card

Cardholder Name

Card Number

Card Types **VISA**

Expiration Date /

CVV

[Submit Payment](#)

Other Payment Methods

MY (MYR 150.00)

[eGHL Test Bank](#)


Diagram 111: Payment information screen

PUBLIC

Classification Label: PUBLIC

- t. System will display receipt for successful payment.

INVOICE



SURUHANJAYA SYARIKAT MALAYSIA
COMPANIES COMMISSION OF MALAYSIA
Suruhanjaya Syarikat Malaysia (SSM)
Menara SSM@Sentral
No 7, Jalan Stesen Sentral 5
Kuala Lumpur Sentral
50623 Kuala Lumpur
Tel : 03-2299 4400

RAHIM
900730105415
BLOK G-3-4-5
JALAN 5/76D
55100 PANDAN
W.P KUALA LUMPUR

Receipt No : OR20250314000005
Reference No. : RBO2025031400010
Payment Mode Detail : HostSim
Payment Mode : DD
Transaction ID : TBS20250314000005
Payment Date : 14/03/2025 02:54:05 PM

NO.	DESCRIPTION	AMOUNT (RM)
1	EBOS BY STATUTORY DECLARATION RECTIFICATION BENEFICIAL OWNERSHIP INFORMATION-LLP0028837-LGN(ABLETECH ANGEL ONE PLT)	150.00
Total		150.00
Amount Received		150.00

"Perniagaan anda bermula di SSM".
The computer print does not require a signature di ruangan bawah resit.

PRINT

BACK TO DASHBOARD

Diagram 110: Payment Receipt screen

PUBLIC

6. ANNUAL DECLARATION (AD)

Annual Declaration must be lodge together with the BO/SM Information not later than 90 days from the end of financial year of LLPs

- a. Log in to <http://myllp.ssm.com.my/> and enter your login ID and password to access the system.

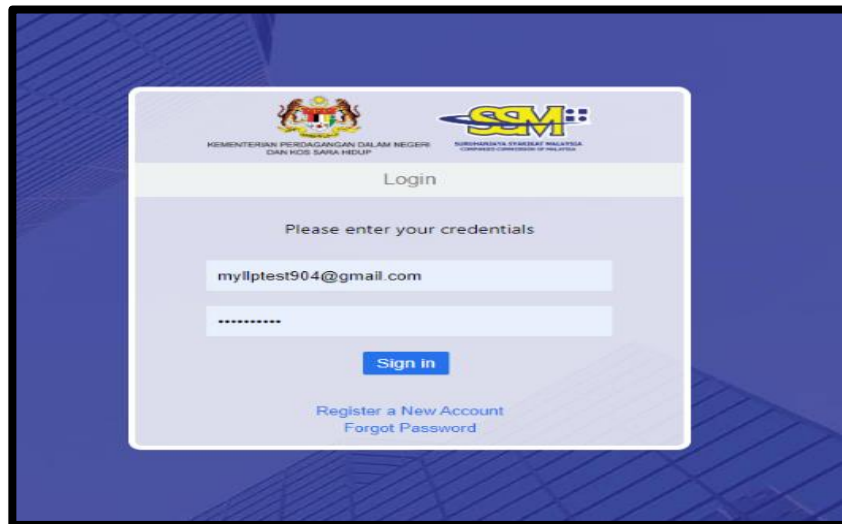


Diagram 111: MyLLP log in screen

- b. Click on Annual Declaration tab. Select Submit Annual Declaration

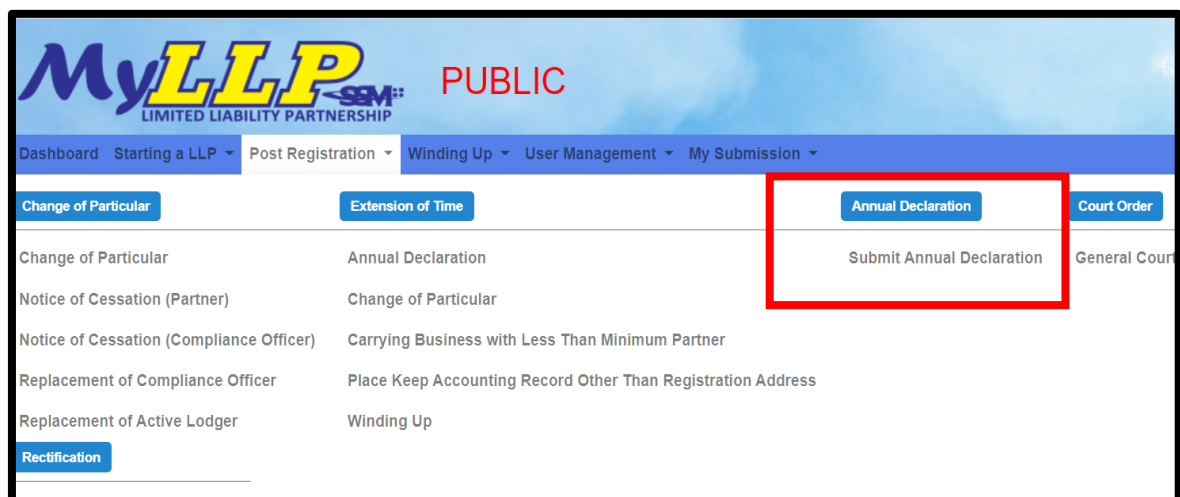


Diagram 112: Post Registration screen

Classification Label: PUBLIC

- c. Choose the respective LLP and click submit button

List of LLP for Annual Declaration submissions

Show10entries

Search:

Entity Reg No.	Entity Name	Entity Type	Entity Status	Current Fye Date ⓘ	Action
202204000722 (LLP0030994-LGN)	ESOJI PLT	LOCAL REGISTRATION	EXISTING	<div><div></div><div>17</div></div>	
202204000724 (LLP0030996-LGN)	COSMOS MOBILE PLT	CONVERSION, CONVENTIONAL PARTNERSHIP	EXISTING	<div><div></div><div>17</div></div>	<div>Proceed</div>
202204000730 (LLP0031002-LGN)	AGRO LIFESTYLE PLT	LOCAL REGISTRATION	EXISTING	<div><div></div><div>17</div></div>	<div>Proceed</div>
202204000753 (LLP0031025-LGN)	YM ACTION PLT	CONVERSION, PRIVATE COMPANY	EXISTING	<div><div></div><div>17</div></div>	<div>Proceed</div>

Showing 1 to 4 of 4

<

1

>

Diagram 113: List of Annual Declaration screen

- d. The BO information will be auto-populated. Check the BO/SM details. If the information is not updated, please return to the e-BOS LLP system to update the BO/SM information.

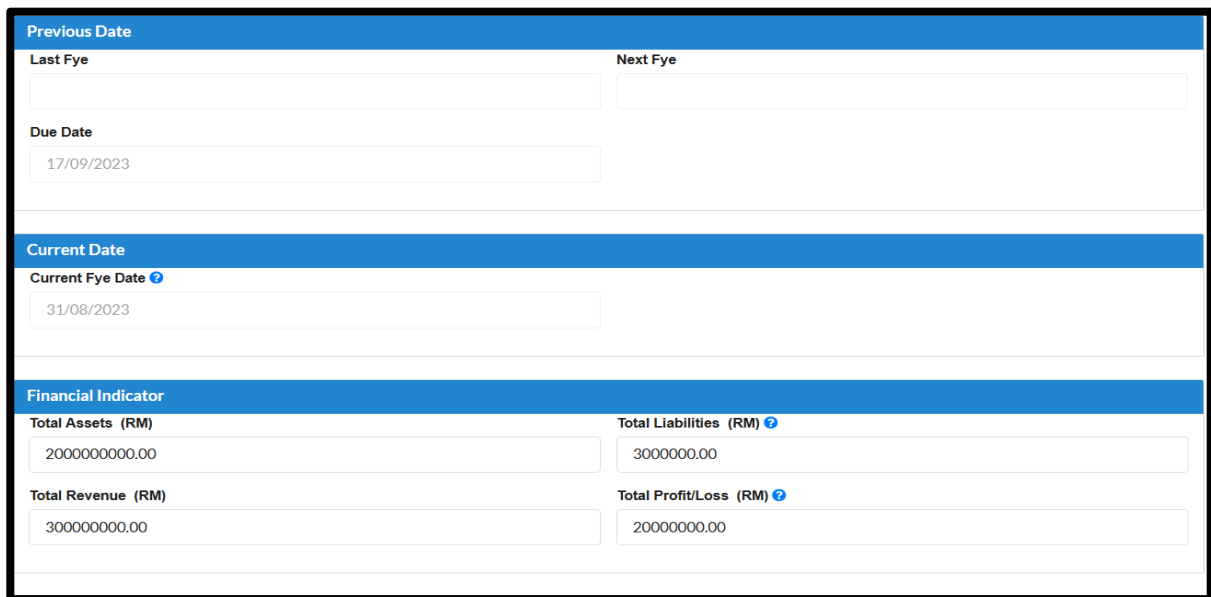
Beneficial Ownership Information			
Beneficial Owner			
Name	ID No	Residence Address	Business Address
KIM JUNG KOOK	980204149081	123 124 50000 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	123 124 50000 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA
MELISSA LEE	980204026030	123 124 50000 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	123 124 50000 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA
ALICE SMITH	200408054436	123 124 50000 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	123 124 50000 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA
MINISTER OF ECONOMICS	TEST 2	TEST 123 50000 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA	123 1234 40000 SHAH ALAM SELANGOR MALAYSIA

Diagram 114: List of BO screen

PUBLIC

Classification Label: PUBLIC

- e. Enter the current FYE date. Then, fill in the financial indicators such as Total Assets, Total Liabilities, Total Revenue, and Total Profit/Loss.

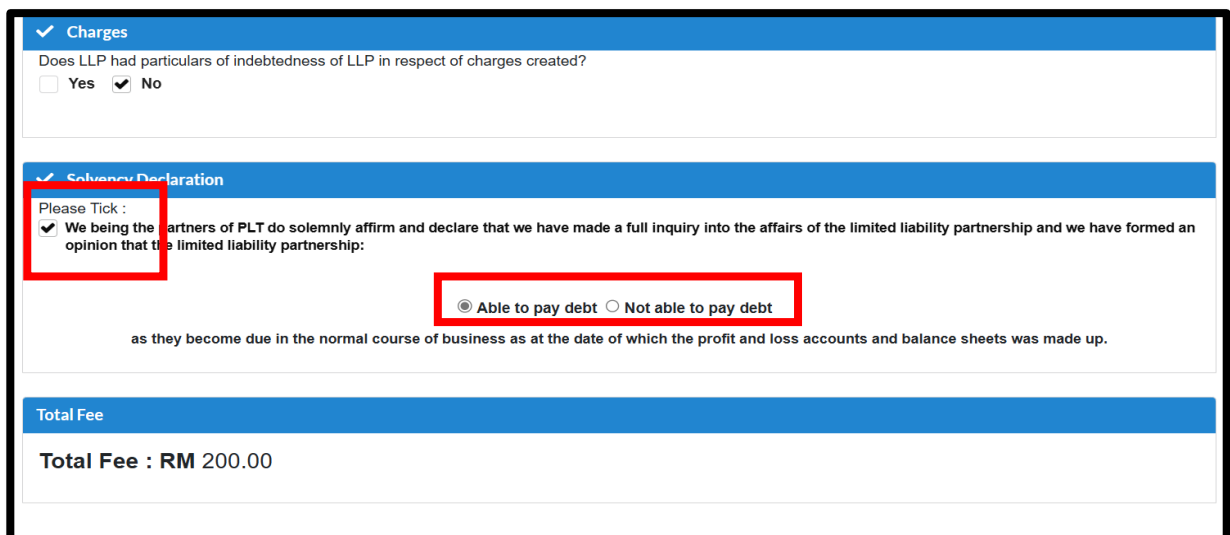


The screenshot shows the 'Financial Indicator' screen. It is divided into three main sections: 'Previous Date', 'Current Date', and 'Financial Indicator'.

- Previous Date:** Contains fields for 'Last Fye' and 'Next Fye' (both empty), and a 'Due Date' field with the value '17/09/2023'.
- Current Date:** Contains a 'Current Fye Date' field with the value '31/08/2023'.
- Financial Indicator:** Contains four fields for financial data:
 - Total Assets (RM):** 2000000000.00
 - Total Liabilities (RM):** 3000000.00
 - Total Revenue (RM):** 300000000.00
 - Total Profit/Loss (RM):** 20000000.00

Diagram 115: Financial Indicator screen

- f. Tick the Solvency Declaration checkbox and select the status as either 'Able to pay debt' or 'Not able to pay debt'.



The screenshot shows the 'Solvency Declaration' screen. It is divided into three main sections: 'Charges', 'Solvency Declaration', and 'Total Fee'.

- Charges:** Contains a question 'Does LLP had particulars of indebtedness of LLP in respect of charges created?' with two radio buttons: 'Yes' (unchecked) and 'No' (checked).
- Solvency Declaration:** Contains a section titled 'Please Tick :'. Below it, there is a checkbox labeled 'We being the partners of PLT do solemnly affirm and declare that we have made a full inquiry into the affairs of the limited liability partnership and we have formed an opinion that the limited liability partnership:' which is checked. Below this, there are two radio buttons: 'Able to pay debt' (selected) and 'Not able to pay debt' (unchecked).
- Total Fee:** Contains a field 'Total Fee : RM 200.00'.

Diagram 116: Solvency Declaration screen

PUBLIC

Classification Label: PUBLIC

- g. Tick the Declaration box and verify the lodger's information. Click 'View PDF' to preview the Annual Declaration document. Click 'Submit Payment' to proceed with the submission, or click 'Withdraw' to cancel the submission.

✓ Declaration

Please Tick :
☒ I hereby confirm that the facts and information stated in this document are true. It is an offence under section 80 of the Limited Liability Partnerships Act 2012 to dishonestly make or authorize the making of a statement that you know is false or misleading and you may be liable, upon conviction, to imprisonment for a term not exceeding five years or to a fine not less than RM150,000 and not more than RM500,000 or to both.

Lodger Information

Name LINA LIN ANAK GIRIK	Address JALAN MERBOK 89809 BEAUFORT SABAH MALAYSIA	License No LS0009443
Identification No. 750208135178	Email myllptest701@gmail.com	Practising Certificate No. Nil
	Phone Number 0111111111	Professional Body Type LICENSED SECRETARY (LS)



Back

Withdraw

View PDF

Submit Payment

Diagram 116: Declaration screen

Annual Declaration Form

Section 68

Submission Number
 Datetime Received 20/05/2025 16:33:54
 Total Fee RM 200.00

Name	YM ACTION PLT - 202204000753 (LLP0031025-LGN)
LLP Type	LOCAL REGISTRATION
REGISTERED OFFICE ADDRESS	12A JALAN MEGA 7 TAMAN MEGA JAYA 56100 CHERAS W.P KUALA LUMPUR MALAYSIA
BUSINESS ADDRESS	A-08-13 PINNACLE PJ OFFIC JALAN UTARA C 46200 PETALING JAYA SELANGOR MALAYSIA

Nature of Business	
Business Code	Business Code Description
73100	ADVERTISING
82301	ORGANIZATION, PROMOTIONS AND/OR MANAGEMENT OF EVENT

Partner Information			
Name	YEW MING LOONG	Identification No.	830820085357
Nationality	MALAYSIA	Race	CHINESE
Address	D-09-01, DAMANSARA FORESTA CONDOMINIUM, PERSIARAN MERANTI, BANDAR SRI DAMANSARA 52200 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		

Partner Information			
Name	YEW SIN LING	Identification No.	800322145110
Nationality	MALAYSIA	Race	CHINESE
Address	NO5, TAMAN NANYANG JINJANG UTARA 52000 KUALA LUMPUR W.P KUALA LUMPUR MALAYSIA		

Compliance Officer			
Name	LINA LIN ANAK GIRIK	Identification No.	750208135178
Nationality	MALAYSIA	Race	CHINESE

SURUHANJAYA SYARIKAT MALAYSIA

Page 1 of 2

Diagram 117: PDF screen

PUBLIC

Classification Label: PUBLIC

- h. The system will prompt for payment. To proceed, click the 'Pay Online' button.

Pursuant to Regulation 4 (5), Regulations of Limited Liability Partnership 2012, Fees in respect of the withdrawal of any application or appeal made under the Act are non-refundable. Therefore, all submitted applications including LLP's name search applications whether intended for Name Reservation or Direct Registration which are withdrawn or canceled by applicant, is not allowed to claim any refund process.

Payment Details (AD20250520000001)

Item Description	Quantity	Amount before Tax (RM)	Tax (RM)	Total including Tax (RM)
LOCAL ANNUAL DECLARATION (YM ACTION PLT / 202204000753 (LLP0031025-LGN))	1	200.00	0.00	200.00
	Total (RM):	200.00	0.00	200.00
			Total Amount (RM):	200.00

Name*

LINA LIN ANAK GIRIK

NRIC No. / MyCoID No. / Business Registration No.*

750208135178


Address*

JALAN MERBOK
89809 BEAUFORT
SABAH

PAY ONLINE CANCEL


Diagram 118: Payment Information screen

PUBLIC



Suruhanjaya Syarikat Malaysia (SSM)
 Menara SSM@Sentral
 No 7, Jalan Stesen Sentral 5
 Kuala Lumpur Sentral
 50623 Kuala Lumpur
 Tel : 03-2299 4400

INVOICE



* R L 2 0 2 5 0 5 2 0 0 0 0 0 1 *

LINA LIN ANAK GIRIK
 750208135178
 JALAN MERBOK
 89809 BEAUFORT
 SABAH

Receipt No : RL20250520000001
 Reference No. : AD20250520000001
 Payment Mode Detail : HostSim
 Approval Code :
 Payment Mode : DD
 Transaction ID : TL20250520000001
 Payment Date : 20/05/2025 05:19:44 PM

NO.	DESCRIPTION	AMOUNT (RM)
1	LOCAL ANNUAL DECLARATION YM ACTION PLT / 202204000753 (LLP0031025-LGN)	200.00
Total		200.00
Amount Received		200.00

PRINT

Diagram 118: Payment Receipt screen